

**CITY OF CLAYTON BOARD OF ALDERMEN
TUESDAY, MAY 9, 2017
NO DISCUSSION SESSION**

**CITY OF CLAYTON BOARD OF ALDERMEN AGENDA
TUESDAY, MAY 9, 2017 – 7:00 P.M.
CLAYTON CITY HALL - COUNCIL CHAMBERS
10 N. BEMISTON AVENUE**

ROLL CALL

MINUTES – April 25, 2017

PUBLIC REQUESTS & PETITIONS

1. Proclamation – Cliff James *(former Clayton City Manager)*
2. Presentation of the Mayor's Award to the Mayor's Youth Advisory Council.

PUBLIC HEARING

1. Resolution – To approve a Conditional Use Permit for 30 North Central Restaurant located at 30 N. Central Avenue. (Res. No. 17-08)
 - *To consider an application for a Conditional Use Permit submitted by Brian Ivy, architect on behalf of Chris Sedlak, business owner, to allow the operation of a 3,578 square-foot, 93 seat restaurant to be known as 30 North at the subject location (formerly occupied by Jennifer's Pharmacy).*
2. Resolution – To approve a Conditional Use Permit for Garbanzo Restaurant located at 8143 Maryland Avenue. (Res. No. 17-09)
 - *To consider an application for a Conditional Use Permit submitted by Alvah Levine, architect on behalf of James Park, CEO of Garbanzo Mediterranean Grill, LLC, to allow the operation of a 1,652 square-foot, 46 seat restaurant to be known as Garbanzo Mediterranean Fresh at the subject location (formerly occupied by Companion Bakery).*

REPORT FROM THE CITY MANAGER

1. Motion – To approve the aldermanic assignments to the Boards and Commissions.
2. Ordinance – To approve the reappointments of the Daniele Community Improvement District (CID) Board of Directors. (Bill No. 6610)
 - *To consider approving the appointments.*
3. Ordinance – To approve the Missouri Highways and Transportation Commission Agreement for the Maryland Avenue Resurfacing Project (Bill No. 6611)
 - *To consider approving MODOt agreement to resurface Maryland Avenue from Hanley Road to the west City limits (just west of Gay Ave.).*
4. Ordinance – To approve the 2nd Quarter FY2017 Budget amendment. (Bill No. 6612)
 - *The City of Clayton reviews and makes adjustments to its budgeted revenues and expenditures on a quarterly basis to respond to changes as the fiscal year progresses and to update the Board regarding budgetary issues.*
5. Resolution – To approve the submittal of a Hazardous Moving Violation Enforcement Grant application. (Res. No. 17-10)
 - *The Clayton Police Department requests authorization to submit a grant application to MoDOT.*
6. Resolution – To approve the submittal of a Driving While Intoxicated Enforcement Grant application. (Res. No. 17-11)
 - *The Clayton Police Department requests authorization to submit a grant application to MoDOT.*
7. Presentation of the FY2018 Event Plan.
8. Presentation of the Police Department Strategic Plan.

9. Update on status of ongoing projects - *Craigslist*.

ADJOURNMENT

Subject to a motion duly made in open session and a roll call vote pursuant to Section 610.022 the Board of Aldermen may also hold a closed meeting, with a closed vote and record for one or more of the reasons as authorized by Section 610.021(1), (2) and (3) Revised Statutes of Missouri, relating to legal issues, real estate and/or personnel, negotiation of a contract pursuant to Section 610.021(12) RSMO., proprietary information pursuant to Section 610.021(15), and/or information related to public safety and security measures pursuant to Section 610.021(18) and (19) RSMO.

Agenda topics may be added or deleted at any time prior to the Board of Aldermen meeting without further notice. To inquire about the status of agenda topics, call 290.8469. Individuals who require an accommodation (i.e., sign language, interpreter, listening devices, etc.) to participate in the meeting should contact the City Clerk at 290.8469 or Relay Missouri at 1.800.735.2966 (TDD) at least two working days prior to the meeting.

THE CITY OF CLAYTON

Board of Aldermen
City Hall – 10 N. Bemiston Avenue
April 25, 2017 (1st Meeting)
7:06 p.m.

Minutes

Mayor Sanger called the meeting to order and requested a roll call. The following individuals were in attendance:

Aldermen: Cynthia Garnholz, Mark Winings, Joanne Boulton, Alex Berger, and Rich Lintz.

Mayor Sanger
City Manager Owens
City Attorney O'Keefe

Absent: Ira Berkowitz

Alderman Boulton moved to approve the April 18, 2017. Alderman Winings seconded.

The motion to approve the minutes passed unanimously on a voice vote.

PUBLIC REQUESTS AND PETITIONS

None

PROCLAMATIONS

Mayor Sanger presented two proclamations in recognition of Local Government Week, April 30 –May 6th; and Municipal Clerks' Week, May 7-13th.

A PUBLIC HEARING TO CONSIDER A RESOLUTION TO APPROVE A CONDITIONAL USE PERMIT FOR CLEMENTINE'S NAUGHTY & NICE CREAMERY LOCATED AT 730 DEMUN AVENUE

Mayor Sanger opened the public hearing and requested proof of publication.

City Manager Owens reported that this is a public hearing to consider an application for a Conditional Use Permit submitted by Tamara Keefe, business owner, for the operation of a 1,200 square foot restaurant (ice cream parlor).

The tenant space measures 1,200-square-feet and was formerly occupied by a hair salon. Seating for four customers will be provided indoors. The applicant also plans to apply for an outdoor dining permit to allow 10 seats outdoors in front of the building.

The applicant describes Clementine's Naughty & Nice Creamery as a standard ice cream parlor which will operate similarly to their current location in the City of St. Louis. Because their adult flavored ice creams (boozy ice creams) contain less than one-half of one percent alcohol by volume and because ice cream is not a beverage, these products do not meet the City's definition of "intoxicating liquor" and therefore, a liquor license is not required. The State of Missouri and the County of St. Louis also do not require a liquor license for this business as they define the establishment's products as food.

The parlor plans to be open Sunday through Thursday, 11:00 a.m. to 10:00 p.m., and Friday through Saturday, 11:00 a.m. to 11:00 p.m. Delivery service from the ice cream parlor is not proposed.

Deliveries to the restaurant will be made once a week during winter months and twice a week during summer months. Deliveries will be made in the morning between 9:30 a.m. and 11:00 a.m. to the rear of the building. Trash will be stored in existing dumpsters located in the alley rear of the building. The applicant intends to participate in a recycling program.

Off-street parking is not being provided. Because this establishment is less than 3,000 square feet and located outside of the downtown area, only employee off-street parking is required. The applicant has stated that no more than two employees would be working at any given time and is requesting a parking waiver; noting that public parking is provided on the street.

The Plan Commission, at its March 27, 2017 meeting, considered the request for the Conditional Use Permit and the parking waiver and voted unanimously to recommend approval to the Board of Aldermen.

Recommendation is to approve a Conditional Use Permit for the operation of Clementine's Naughty & Nice Creamery at 730 DeMun Avenue.

In response to Alderman Garnholz' question, Tamara Keefe, owner addressed the Board stating that they anticipate opening on Memorial Day Weekend. Alderman Garnholz commented that she has been to the city location and is excited to have them here in Clayton.

Alderman Lintz referenced that since they will be located in Ward "Fun" it is a requirement to hold a Ward meeting at the location.

Alderman Boulton commented that she is looking forward to welcoming the establishment to the neighborhood.

Mayor Sanger closed the public hearing.

Alderman Garnholz moved to approve Resolution No. 17-06, granting a Conditional Use Permit to Clementine's Creamery located at 730 DeMun Avenue. Alderman Winings seconded.

The motion passed unanimously on a voice vote.

Ms. Keefe thanked the Board and provided several samples of the ice cream.

A PUBLIC HEARING AND A RESOLUTION TO CONSIDER APPROVING A CONDITIONAL USE PERMIT FOR TRU FUSION (HEALTH CLUB/FITNESS STUDIO) LOCATED AT 7447 FORSYTH BOULEVARD

Mayor Sanger opened the public hearing and requested proof of publication.

City Manager Owens reported that this is a public hearing to consider an application for a Conditional Use Permit submitted by Joe Goldberg, business owner, for the operation of a 17,015 square foot health club/fitness center to be known as Tru Fusion at the subject location (previously occupied by Selkirk's). The property has a zoning designation of C-2 General Commercial. Fitness studios/health clubs are conditionally permitted uses in the C-2 zoning district.

The subject multi-tenant building (old Famous Barr building) owned by Washington University, measures 272,118-square-feet. Current tenants include the Wine and Cheese Place, the St. Louis Artists' Guild and Washington University offices.

Tru Fusion is a group fitness and wellness center with an accessory use of a health bar/restaurant. Proposed hours of operation are 5:00 a.m. to 9:00 p.m. Monday through Friday, and 7:00 a.m. to 6:00 p.m. on Saturday and Sunday. The business will consist of five fitness and yoga classrooms (hot yoga, Ashtanga yoga, Barre/Pilates, boot-camp/boxing and spinning), a private training room, locker rooms, a child care room, massage rooms and a small retail section. Additionally, a counter service health bar/restaurant (approximately 950 square feet) with seating for 35-40 patrons will provide food to facility members.

Shared parking for the building is provided by a surface parking lot and a parking garage. 68 parking spaces for use by this business are outlined in the applicant's lease agreement.

Exterior renovations are not being considered at this time. Outdoor seating/dining will be reviewed for compliance by staff if and when an application for an Outdoor Dining Permit is submitted.

The Plan Commission, at its April 3, 2017 meeting, considered the request for the Conditional Use Permit and voted unanimously to recommend approval to the Board of Aldermen.

Recommendation is to approve a Conditional Use Permit for the operation of Tru Fusion at 7447 Forsyth Boulevard.

In response to Alderman Garnholz' question, Mr. Brian Schnuck, NEI Desco, representing the owner, stated that the space is currently vacant and had been previously occupied by Selkirk's. The business is expected to open in August.

Mayor Sanger closed the public hearing.

Alderman Garnholz moved to approve Resolution No. 17-07, granting a Conditional Use Permit to TruFusion located at 7447 Forsyth Boulevard. Alderman Winings seconded.

The motion passed unanimously on a voice vote.

In response to Mayor Sanger's question, Mr. Schnuck stated that this is not the same owner as the fitness center at the Vanguard Development.

A MOTION TO ACCEPT THE CITY'S FISCAL YEAR 2016 COMPREHENSIVE ANNUAL FINANCIAL REPORT

Ted Williamson, a partner at the City's audit firm of RubinBrown LLC, and Brandy Lawyer, presented summary audit report to the Board on the September 30, 2016 Comprehensive Annual Financial Report (CAFR). The documents were previously provided to the Board and are also available for public viewing on the City's website under the Finance Department page.

Mr. Williamson pointed out that there was one recommendation with regard to the pension plan(s) payroll calculations. He noted that currently the City makes calculations based upon the Pension Plan's fiscal year; recommendation is to make those calculations based upon the City's fiscal year.

Recommendation is to approve a motion to accept the City's September 30, 2016 Comprehensive Annual Financial Report.

Alderman Garnholz moved to accept the City's FY2016 Comprehensive Annual Financial Report. Alderman Winings seconded.

The motion passed unanimously on a voice vote.

A MOTION TO ACCEPT THE CERTIFICATION OF THE APRIL 4, 2017, MUNICIPAL ELECTION

City Manager Owens reported that on April 4, 2017, a municipal election was held for the offices of Aldermen in Wards 1, 2, and 3. The results of the municipal election as certified by the Board of Election Commissioners of St. Louis County are as follows:

Ward I	Richard Lintz	248 votes (96.12%)
	Invalid write-in	10 votes (3.88%)
Ward II	Michelle Harris	438 votes (95.63%)
	Invalid write-in	20 votes (4.37%)
Ward III	Mark Winings	615 votes (71.51%)
	Justin Perryman	243 votes (28.26%)
	Invalid write-in	2 votes (.10%)

Recommendation is to adopt a motion to accept the canvassed and certified results of the April 4, 2017 municipal election.

Mayor Sanger presented Alderman Garnholz with a proclamation.

Alderman Garnholz moved to accept the certification of the April 4, 2017 Municipal Election results. Alderman Winings seconded.

The motion passed unanimously on a voice vote.

Other

Alderman Winings gave the following statement:

"Congratulations on 10 years of continuous service on the Board of Aldermen! Given our Charter's limit of three consecutive three-year terms and the unusual way you (Alderman Garnholz) started, that's a record that may be a City record, or a record that is never broken. I've had the honor of serving with you for the last six of those 10 years, literally side-by-side for most of those years because of the way we do our seating. For a while we were the only two lawyers on the Board and I also appreciated that, I feel like we had a certain lawyer 'esp' connection, and then Ira came - a third wheel situation. But anyway I think you've been a model alderman and in addition to your hard work, the homework that you always do, I think a lot of it goes to your personal characteristics and that is a great balance of creativity, and logic, and a passion, and idealism with practicality. You really need that balance because someone who's just creative and idealistic is not likely to be that effective and someone who is just logical and practical all of the time is not someone anyone is going to really want to follow. It goes to what the Mayor said at an earlier event, 'left brain, right brain'....I think you've got both brains (a full brain) left and right equally represented and you always brought that brain to every meeting. Great credibility, and judgement that is second to none, earned over a lifetime of experience and also the ten years that you've been on the Board. We will miss you and I know that we've all learned from you during your service and I think that we'll hopefully carry on your tradition of excellence. On behalf of myself, and if I may, the citizens of Clayton - THANK YOU for your service and all that you've contributed to our city."

Alderman Boulton made the following statement:

"Cynthia, thank you for everything, you've been a wonderful aldermen. I agree with everything that Alderman Winings said. You have two characteristics that I've found particularly profound, the ability to ask the question; the question that could create a whole paradigm shift. You did that on a number of occasions where we would be going along and then you would ask the question and it would be like, 'oh, maybe we really should be going that way.' You did it to me a couple of times personally which I really appreciated and it made me really think through the whole issue and shifted my opinion. Not too many people have that ability to just ask that 'question', I really value that and respect that and I'm going to miss it quite a bit. The other is your compassion; it came out in so many wonderful ways. The Little Libraries was one of them, you always saw the human side of the 'whatever issue we had to deal with' or 'whatever equation we had to solve.' You always saw that human side and wanted to make sure that we paid attention to it and I appreciate that because sometimes I get stuck in the numbers and need someone to pull me back to, 'hey these are people.' I'm going to miss you and I've really enjoyed the last five years, but I'm sure you will have something better to do on the second and fourth Tuesdays. THANK YOU so much, it has really been an honor working with you."

Alderman Berger made the following statement:

"First of all because you are a graduate of Clayton High School there is no question about who you are and how fabulous you are, but of course, you and I have prejudice about that. I think that it is very, very obvious that I have always appreciated and respected your insights and opinions. The traits you have modeled to create value for this Board and for our City include always being genuine, supportive, candid, and collaborative. I think that your traits and your energy and your commitment have produced tremendous value. I've enjoyed serving with you on this Board simply because of who you are as a person and, as I'm sure our community would all agree, to say thank you, but as an individual resident of our community I want to so THANK YOU!!!"

Alderman Lintz made the following statement:

"Way back a long time ago when I first started, first married, first starting a career I made the acquaintance of a gentleman who was a retired CEO and he was one of those people that you admired for his poise, insight, always even-keeled manner, and who always had a nice thing to say. I thought to myself that that is the kind of person that I need to emulate as I go through my career. So in every organization, every corporation, every community, you always look for that 'statesman,' that person who you look up to - I can say that you are that 'statesman' now in this group. You've been, as Alex said, 'a model, someone we want to emulate' you always say the right things, ask the right questions, and I regret having only spent one term serving with you. It's been three quick years in that regard and it probably took me a year of two to understand that quiet wisdom that you had, and I wish we had it for a longer time. THANK YOU very much for all that you've contributed for me, personally."

Mayor Sanger made the following statement:

"It's hard to actually add because I agree with every single thing that was said. The other night I think the word the "rock" came up and you have certainly been the "rock" for this group. You have made life easier for me because of the things that you do and the way that you have had your leadership attached to this group as well. I'm going to miss you a lot and I have appreciated and learned from how you do business, and the questions you ask, and how you bring subjects to the forefront. We wish you the very, very best and we know that you are not going to go too far because we will have things for you to do. Just personally it's been great! I couldn't have had a better person sitting in that chair for the past four years for me."

Alderman Garnholz made the following statement:

"Craig, Mayor, my co-Aldermen, thank you so much! I've learned so much from each of you and you've provided such support. Craig, I hope you're going to be around for a long time, I'm not going to give you indigestion anytime in the near future, I don't think, but we'll see. I know how

much each of you puts into this position that you all hold – June, thank you – and how hard you work, how seriously you take this job, and on my own behalf and that of all Clayton citizens I THANK YOU. Of course, the residents of Ward 2 are not here, but I want to say that I have been both humbled and honored to have served Ward 2 and the City of Clayton over these last many years, and hopefully I have met their expectations and in some instances hopefully exceeded expectations. Lastly, I just feel so fortunate to live here in the “Emerald City” and I leave with great confidence in the past, present, and future of our City and in you, its leaders. Again, from my heart THANK YOU!”

There being no further business the meeting was adjourned Sine Die at 7:58 p.m.

Mayor

ATTEST:

City Clerk

THE CITY OF CLAYTON

Board of Aldermen
City Hall – 10 N. Bemiston Avenue
April 25, 2017 (*2nd Meeting*)
8:01 p.m.

Minutes

Mayor Sanger called the meeting to order and requested a roll call. The following individuals were in attendance:

Aldermen: Mark Winings, Joanne Boulton, Alex Berger, Rich Lintz, and Michelle Harris.

Mayor Sanger
City Manager Owens
City Attorney O'Keefe

Absent: Ira Berkowitz

PUBLIC REQUESTS AND PETITIONS

None

A MOTION TO ELECT MAYOR PRO TEMPORE

City Manager Owens reported that per the City of Clayton Charter, Article II, Section 2, the Board of Aldermen shall elect from among the aldermen a mayor pro-tempore, who shall act as mayor in the absence of the mayor.

Alderman Boulton moved to elect Alderman Winings as the Mayor Pro Tempore. Alderman Berger seconded.

The motion passed unanimously on a voice vote.

Other

Alderman Boulton reported that the Public Art Advisory Committee met and discussed the proposed art, artistic bike racks, for the 212 S. Meramec Avenue development.

Alderman Berger congratulated and welcomed back Alderman Harris and her win in the election.

Alderman Harris reported that the *C the Future* -Strategic Relationship Action Team met this week.

There being no further business the meeting adjourned at 8:07p.m.

Mayor

ATTEST:

City Clerk



City Manager
10 N. Bemiston Avenue
Clayton, MO 63105

REQUEST FOR BOARD ACTION

TO: MAYOR SANGER; BOARD OF ALDERMEN

FROM: CRAIG S. OWENS, CITY MANAGER
SUSAN M. ISTENES, AICP, DIRECTOR, PLANNING & DEV. SERVICES

DATE: MAY 9, 2017

SUBJECT: PUBLIC HEARING – A RESOLUTION FOR A CONDITIONAL USE
PERMIT FOR 30 NORTH RESTAURANT AT 30 N. CENTRAL AVENUE

This is a public hearing to consider an application for a Conditional Use Permit submitted by Brian Ivy, Architect on behalf of Chris Sedlak, business owner, to allow the operation of a 3,578 square-foot, 93 seat restaurant to be known as 30 North (formerly occupied by Jennifer's Pharmacy).

The applicant describes the intent of the restaurant as "to create a relaxed, intimate setting but still a somewhat social environment for our customers to enjoy good food and drinks." Proposed hours of operation are 10:00 a.m. to 1:00 a.m. seven days a week. The casual restaurant will feature a chef created menu with small plates and a bar. Delivery service from the restaurant is not proposed. Outdoor dining to accommodate 16 patrons will be considered by staff at a later date. A liquor license will be required and considered by the Board of Aldermen at a later date.

Deliveries to the restaurant will be made in the morning to the rear of the building. Trash will be stored in existing dumpsters located in the rear of the building. The applicant intends to participate in a recycling program.

Because the restaurant is greater than 3,000-square-feet, off-street parking must be provided at a rate of three parking spaces for every five seats on a pro-rated percentage for the square footage in excess of 3,000. Eleven parking spaces are required for this restaurant. Five off-street parking spaces are provided on-site, which, according to the applicant/restaurant owner, will be used by employees. The applicant is contracting with Clayton Valet to provide parking valet service to patrons and is requesting a parking waiver for off-street parking requirements.

The Plan Commission considered this request at their meeting of April 17th and voted to recommend approval with the condition that the restaurant owner secure and maintain parking for six vehicles, in addition to the five on-site spaces, pursuant to the City's parking regulations (valet parking agreement is acceptable) and that written proof be submitted to the City. The Architectural Review, at their meeting of April 17th, voted to approve exterior alterations to the front façade.

STAFF RECOMMENDATION: To approve a Conditional Use Permit for the operation of 30 North Restaurant at 30 North Central Avenue.

RESOLUTION NO. 17-08

WHEREAS, on March 29, 2017, the City received an application and letter from Brian Ivy, architect on behalf of Chris Sedlak, EDL, LLC, restaurant owner, requesting a Conditional Use Permit to allow the operation of a 3,578 square foot restaurant to be known as 30 North at 30 North Central Avenue; and

WHEREAS, the City Plan Commission considered this request at its April 17, 2017, meeting and voted to recommend approval to the Board of Aldermen; and

WHEREAS, after due notice as required by law the Board of Aldermen considered the proposed conditional use at a public hearing held on May 9, 2017; and

WHEREAS, the Board of Aldermen finds and determines that the applicant has clearly established that the criteria for approval of a Conditional Use Permit set out in Section 405.840 of Clayton's Zoning Regulations are met.

NOW, THEREFORE, BE IT RESOLVED BY THE BOARD OF ALDERMEN OF THE CITY OF CLAYTON, MISSOURI, AS FOLLOWS:

Section 1. Pursuant to the authority of Chapter 405 (Zoning Regulations), Article VII (Conditional Use Permit), of the Code of Ordinances of the City of Clayton, and subject to the terms and conditions set forth in Section 2, below, the approval of a Conditional Use Permit to EDL, LLC, d/b/a 30 North to allow the operation of a restaurant at 30 North Central Avenue is hereby granted. Said property is more particularly described as follows:

LOT PARTS 11 & 12, BLOCK 11
IN THE CITY OF CLAYTON, MISSOURI

Section 2. In addition to compliance with all Ordinances of the City of Clayton and Laws of the State of Missouri, the permitted uses shall be conducted so as to comply with the following stipulations and conditions at all times:

- (1) The permit shall be granted to EDL, LLC, (the "Permittee"), and shall not be transferred or assigned without the prior written approval of the City of Clayton.
- (2) The property shall be improved, maintained and operated substantially in accordance with an application and a letter dated March 29, 2017, and with the plans and specifications as filed with and approved by the City of Clayton.
- (3) Permitted hours of operation are 10:00 a.m. to 1:00 a.m. seven days a week.
- (4) The Permittee is required to secure and maintain parking for five vehicles within 500 feet of the establishment pursuant to the City's parking regulations; these spaces may be achieved by way of a valet parking agreement. These spaces are over and above the six on-site spaces for exclusive use by this tenant. Proof of such parking or parking agreement must be provided to the City prior to occupancy.
- (5) All work shall conform to the plans submitted to and approved by the City of Clayton.

(6) Any future exterior alterations/renovations must be approved by the City prior to such change. Any exterior signage shall conform to the City's Sign Ordinance and be approved by the City prior to installation.

(7) Outdoor seating shall only be allowed with the issuance of an Outdoor Dining Permit as issued by the City's Planning Department.

(8) No outdoor music or speakers shall be permitted.

(9) That the Permittee shall, within thirty (30) days of the adoption of the Resolution, notify the City Clerk of the City of Clayton in writing that the conditional use permit provided for is accepted and that the conditions set forth herein are understood and will be complied with.

(10) That Permittee's failure to comply with any of the conditions provided for in the Resolution may cause immediate termination of the permit.

Section 3. The City Manager of the City of Clayton is hereby authorized and directed to issue a conditional use permit in accordance with the provisions of this Resolution. Said permit shall contain all of the conditions and stipulations set out in Section 2 of this Resolution.

Adopted this 9th day of May, 2017

Mayor

ATTEST:

City Clerk



City of Clayton
10 North Bemiston Avenue
Clayton, Missouri 63105
(314) 290-8453 FAX: (314) 863-0296

CONDITIONAL USE PERMIT APPLICATION-RESTAURANTS

(please type or print)

ALL SECTIONS OF APPLICATION MUST BE COMPLETE
APPLICATIONS MUST BE CONSISTENT WITH SUBMITTED MATERIALS
ALL SUBMITTED MATERIALS MUST BE SIGNED/SEALED FOR REVIEW
\$200.00 APPLICATION FEE MUST ACCOMPANY THIS APPLICATION

Location of Project: 30 N. Central

Project Description: NEW RESTAURANT: EDL, LLC

PART A: PARTIES OF INTEREST

The full legal name of restaurant owner (partnership, incorporation, etc.), applicant, agent, architect, landscape architect, planner, engineer and/or manager is required for review of this application.

Name of Applicant: Brian Ivy (Idea Architects)

Address: 130 E. Jefferson Ave Ste 200 Kirkwood, MO 63122

Phone Number & E-Mail Address: 314-369-0209 cell / brian@YounIdea Architects

Interest in Property: Architect

Name of Owner(s) - if different from above: CHRIS SEDLAK (JH BOOSTER)

Address: 7201 OLIVE BLVD

Phone Number & E-Mail Address: 314-578-8819 CHRIS.SEDLAK@JHBOOSTER.COM

Name of Architect/Engineer (Please Specify) Brian Ivy (Idea Architects, LLC)

Address: 130 E. Jefferson Ave. Kirkwood, MO 63122

Phone Number & E-Mail Address: 314-369-0209 cell / brian@YounIdea Architects.com

List Managing Officers or persons who will be in active control and supervision of business:

Name/Position: CHRIS SEDLAK / OPERATOR / MEMBER

Name/Position: JUSTIN HAIFLEY / OPERATOR / MEMBER

Name/Position: GOURTNEY SEDLAK / OPERATOR / MEMBER

PART B: SITE DESCRIPTION

Legal Address of Property: 30 N. CENTRAL AVE

Lot Number: PTS-11312 Block Number: _____ Locator Number: 181C320699

Subdivision _____ Current Zoning: Q1A2 HDC

Current Use of Site: Vacant

Proposed Use of Site: Restaurant

Estimated Cost of Construction: \$300,000.00 No. of Stories: 1

PART C: INTENDED USE-RESTAURANT

Briefly describe the type and character of the operation: Casual, Small Plates,
Chef Created Menu, Bar in front

Days and Hours of Operation: 10A-1³⁰ SUNDAY THRU MONDAY PLUS
SAT - SUNDAY BRUNCH

Will a liquor license be requested? Yes ☒ No ☐ If yes, which type: _____

Square Footage of Proposed Use: 3598 U.S.F. Number of seats: 93

Number of Parking Spaces: Employees: 5 Patrons _____ Valet Parking? Yes ☒ No ☐

Location of Parking Facilities: SEE CLAYTON Valet

Applicant must demonstrate that it can comply with the parking requirements of Clayton's Zoning Code. Accordingly, the applicant must either i))submit an executed parking agreement with the owner or other

private off-street parking provider for the exclusive use of the above denoted parking spaces; or ii) must otherwise demonstrate exclusive use of sufficient parking spaces.

Describe when and how deliveries will be made to the operation: MORNING DELIVERIES
IN THE BACK OF THE BUILDING

If restaurant is to offer deliveries, please describe your ability to comply with the attached City of Clayton Delivery Policy: NO DELIVERY

Briefly describe the manner in which the disposal of refuse for the operation will occur: _____

DUMPSTER IN REAR AM PICK UP

Does the restaurant intend to participate in a recycling program? Yes X No _____

Review by the Clayton Architectural Review Board is required for any exterior renovation, awning or signage. If any of these items are part of the project, complete an Architectural Review Board Application, which can be obtained from the Housing & Planning Dept.

PART D: OUTDOOR DINING/SEATING

Please provide a copy of survey showing building line, property line, right-of-way line, proposed seating plan and landscaping.

Is this an outdoor dining service area or seating for self-service? Briefly explain the operation.

Yes, there will be approximately 16 seats. It will
not be self service.

Is the food service and menu the same as the indoor facilities? Please explain: Yes

Square footage of the Area: 408 INCLUTTER SIDEWALK Number of Seats: 16

Please explain how patrons will access the outdoor dining/seating facilities from the restaurant: They
will go thru the front door.

Description of Furniture: OUTSIDE PATIO STYLE TABLES & CHAIRS

Description and proposed location of Pedestrian Barrier: N/A

Description of Landscaping: 3 planter Boxes w/ Annual Plants.

Description of Lighting: Gooseneck from Above + (2) gas lanterns

Hours of Operation: 10AM TO 130PM PLUS ~~SAT~~ WEEKEND BRUNCH

Additional parking: Employee Spaces 5 Patron Spaces N/A

Will there be public right-of-way encroachment? Yes ☒ No ☐ Number of Feet 5'

The following must accompany this application: 1) Documentation of insurance for the encroachment (if applicable), naming the City of Clayton as an additional insured, in amounts required by the Clayton Code, Section 22-24(1)(g), 2) Outdoor Dining/Seating Agreement (attached), and 3) An Architectural Review Board Application (available in the Housing & Planning Department).

PART E: AMENDMENT TO AN EXISTING RESTAURANT CONDITIONAL USE PERMIT

Please describe the proposed amendment: _____

Please describe why the proposed amendment is necessary: _____

PART F: TRANSFER OF AN EXISTING RESTAURANT CONDITIONAL USE PERMIT

The full legal name of the restaurant operation currently approved, as set forth on the existing conditional use permit:

The full legal name (owner, partnership, corporation, etc.) and complete address of the entity to which the C.U.P will be transferred:

Please describe any changes to the operation: _____

Please describe any changes to the menu: _____

Please describe any changes to the hours of operation, seating and decor: _____

SIGNATURES

Signature of Applicant (Required): B K D Date: 3/9/2017

Title: Architect

Signature of Property Owner (Required): CHRISTINE Date: 3-9-2017

Title: MEMBER IN TRUST

OUTDOOR DINING/SEATING AGREEMENT

(To be signed by applicant and returned with this Application; if applicable)

1. That an adequate sidewalk width be maintained for pedestrians between the dining area separation and a treelawn or curb as determined by the Director of Public Works.
2. That all conditions as established by the Architectural Review Board for pedestrian safety and convenience shall be met and complied with.
3. That all rules and/or regulations established by the Architectural Review Board for the use of the area for such food service or customer seating areas shall be met and complied with.
4. That no permanent structures shall be erected over or attached to the area.
5. That any temporary structures to be placed in the area, such as, but not limited to: supports, decorative fences, light fixtures, railings, planters or dividers, shall be approved and authorized by the Architectural Review Board.
6. That seating must not obstruct any entry or exit way of the adjacent building.
7. That seating in the area shall be separated from the public sidewalk in a manner approved and authorized by the Architectural Review Board.
8. That the Permittee shall keep the area in a neat and clean condition, free from nuisance and filth, and provide for the removal of trash and waste therefrom.
9. That the Permittee, at its own expense, shall keep and maintain the area in good order and repair. Permittee shall promptly make any repairs or replacements required to maintain the area in good order and repair.

***FOR RESTAURANTS ENCROACHING INTO THE PUBLIC RIGHT-OF-WAY:**

1. That the Permittee shall provide and maintain, at its sole expense, general liability insurance in full force and effect for the area, in standard form generally in use in the State of Missouri with insurance companies having a current "best" rating of not less than A and a financial rating not less than Class VII and authorized to do business in the State of Missouri in the amount of Five Hundred Thousand Dollars (\$500,000.00) for any accident or occurrence resulting in bodily injury to or death of one person and an amount of not less than one million dollars (\$1,000,000.00) for any accident or occurrence resulting in bodily injury to or the death of more than one

person, and comprehensive property damage insurance covering liability for damage to all property from any accident or occurrence in an amount of not less than two hundred fifty thousand dollars (\$250,000.00). Executed copies of said policies of insurance, or certificates thereof, shall be delivered to the City of Clayton at the time said permit is issued and thereafter within thirty (30) days prior to expiration of the term of each such policy, a renewal or replacement insurance policy, or certificate thereof, shall be delivered to the City of Clayton. In addition to the delivery of the policies, or certificates, at the same time the Permittee shall deliver to the City of Clayton proof of payment of the premiums for said policies. As often as any such policy shall expire or terminate, renewal or additional policies shall be procured and maintained by the Permittee in like manner and to like extent. All said policies of insurance delivered to the City of Clayton must contain a provision that the company writing said policy will give the City of Clayton twenty (20) days notice in writing in advance of any cancellation, lapse or reduction in the amount of insurance. All of said policies of insurance must obtain a provision naming the City of Clayton, its agents, employees, guests and invitees, as an additional insured.

2. Permittee acknowledges Agreement and understands by making application for the use of the City of Clayton right-of-way that said use is conditional and temporary and is subject to the right of the City of Clayton in its sole discretion to reclaim the right-of-way by the termination of the permit granted hereunder at any time. In the event of such termination, Permittee agrees to immediately vacate said right-of-way and remove any temporary structures that have been placed on the City of Clayton right-of-way.

3. That the Director of Public Works shall not authorize the use of the area as provided for herein until such time as all approvals and requirements provided for herein shall have been complied with and met.


Signature of Applicant

Title: 



Planning and Development Services

10 N. Bemiston Avenue • Clayton, Missouri 63105 • 314-290-8453 • FAX 314-863-0296 • TDD 314-290-8435

RECEIVED \$135

MAR 29 2017 ✓ #365

CITY OF CLAYTON
PLANNING & DEVELOPMENT

APPLICATION FOR ARCHITECTURAL REVIEW BOARD

- All applicable sections of this application must be complete and consistent with submitted materials. The application, plans, and **\$135** fee (includes non-refundable \$35 processing fee) must be submitted at least 14 days prior to the meeting date (refer to the attached meeting schedule).
- Submit 11 plans sets (one 24" x 36" & ten 11" x 17") & an electronic copy (in pdf format) of the completed application and plans (either via e-mail to akrane@claytonmo.gov and kscott@claytonmo.gov or on a thumb/flash drive; sorry, we **cannot accept CDs**). If submitting for Architectural Review Board and Site Plan Review concurrently, refer to the Site Plan Review Application for additional submittal requirements.
- Note: The City's Planning Director or Planner may, at his/her discretion, require review of this application and corresponding plans by the City's contracted architect, at the sole cost of the applicant. Any fees incurred are over and above the application fees referenced above.

(type or print)

Address of Project: 30 N. CENTRAL

Description of Project: NEW RESTAURANT

PARTIES IN INTEREST

The full legal name of each party listed below (partnership, corporation, etc.) is required.

Name of Property Owner(s): THOMAS STERN

Address (include zip code): 150 N. MORGAN ST. SUITE 600 ST. LOUIS, MO 63105
314-332-3230

Phone Number (include area code) & E-Mail Address: JSNUFF@GERSHMAN.COM

Applicant's Name, if other than owner (provide company name, if applicable):

BRIAN LY - IDEA ARCHITECTS

Address (include zip code): 130 E. JEFFERSON AVE. KIRKWOOD, MO 63117

Phone Number (include area code) & E-Mail Address: 314-369-0209 cell / brian@yourideaarchitect.com

Applicant's Interest in Project (i.e. architect, contractor, etc.): Architect

Name of Owner's Agent- (if different than above):

JOHN SHUFF

Address (include zip code):

150 N. MERAMEC ^{SUITE 500} STL. 63105
314-382-3230

Phone Number (include area code) & E-Mail Address:

JSHUFF@LRESEARCH.COM

Name of Architect/Engineer:

BRIAN IVY- Idea Architects, LLC

Address (include zip code):

190 E. Jefferson Kirkwood, MO 63122

Phone Number (include area code) & E-Mail Address:

314-369-0209 ext

brian@YourIdeaArchitects.com

PROJECT DESCRIPTION*

Current Use of Site:

Vacant

Proposed Use of Site:

Restaurant

Describe Project in Detail:

Casual Chef Prepared Restaurant + Bar

Estimated Cost of Project/Construction: \$

\$350K

*For large/complex projects, please include a project narrative describing the nature and scope of the project.

PROJECT TYPE

- ☐ New Commercial
- ☐ New Commercial addition
- ☐ New Residential
- ☐ New Residential addition

- ☐ Accessory Structure
- ☒ Alteration/Exterior Renovation
- ☐ Signage
- ☐ Other _____

Site Square Footage:

4019 sf.

Square footage to be demolished, if applicable:

NA.

	Existing Sq. Ft.	Addition Sq. Ft.	Proposed	Total
Principal Structure	4019	NA	NA	4019
Accessory Structure (i.e. detached garage; pool house)	NA	—	—	—
Attached Garage	NA	—	—	—

Height* of new structure or addition:

NA

Number of stories:

1

Height* of existing structure (if applicable):

11'-8"

Number of stories:

1

*measured from average existing grade to the mean elevation of the pitched roof, or to the top of a flat roof

Primary Exterior Wall Material:

EXISTING
NEW

Brick ☒ Stone _____ Wood _____ Stucco _____ Siding (type) _____ Other _____

Color Red Manufacturer Existing Product ID No. _____

Accent Exterior Wall Material(s):

Brick _____ Stone _____ Wood ☒ Stucco _____ Siding (type) _____ Other Black

Color Black Manufacturer _____ Product ID No. _____

Percentage of each secondary material per elevation:

Material: Painted Wood.

Front Façade 39 % Rear Façade NA % Left Side NA % Right Side NA %

Material: _____

Front Façade _____ % Rear Façade _____ % Left Side _____ % Right Side _____ %

Roofing - Material: Membrane Color: _____ Manufacturer/ID # _____

Windows - Style: Custom storefront Material: Aluminum Color: Black

Exterior Lighting - Locations: above glass Type: Gasconade Wattage: _____

+ Gas Lights

Garage - Attached/Detached (circle one) At grade/Below Grade (circle one)

Rear entry/Side entry/Front entry (circle one) Vehicle capacity _____

Garage Doors: Number, Style & Color: _____

Type and Location of Accessory Building(s): _____

Trash Enclosure

Location: _____ Size (Ft²): _____ Screening Material: _____

HVAC Units: Location: Roof Screening Material: Perapet

Permanent Fences: Height _____ Material _____ Location: _____

Retaining Walls: Height _____ Material _____ Location: _____

RENEWABLE ENERGY

Type: Solar _____ Wind _____

Installation method: Building-integrated _____ Building-mounted _____ Ground-mounted _____

Location on building or property: _____

Number of solar panels: _____ Panel Dimensions: _____

PUBLIC ART

Description: _____

Date of PAAC Review/Approval: _____

Location on Property: _____

Material: _____ Dimensions: _____

SIGNS (*identify each sign by number on a graphic-include dimensions, material specifications, rendering/elevation, method of illumination and total square footage for each*)

Sign 1:

Type: TBD Dimensions _____ Square footage: _____

Materials _____ Color _____ Location: _____

Method of Illumination _____

Sign 2:

Type: _____ Dimensions _____ Square footage: _____

Materials _____ Color _____ Location: _____

Method of Illumination _____

Sign 3:

Type: _____ Dimensions _____ Square footage: _____

Materials _____ Color _____ Location: _____

Method of Illumination _____

LAND DISTURBANCE - Check one of the three boxes below that accurately describes the proposed land disturbance associated with this application:

- ☒ **Site Less Than 5,000 SF:** A Land Disturbance Permit and Storm Water Pollution Prevention Plan (SWPPP) are not required for sites with proposed land disturbance activities in an area less than 5,000 SF. Erosion and sediment control measures shall be provided as directed by the City's Public Works Department.
- ☐ **Site Less Than One Acre but Equal to or Greater Than 5,000 SF:** A Storm Water Pollution Prevention Plan (SWPPP) is required for all sites with proposed land disturbance activities of an area greater than 5,000 SF. The SWPPP shall be separate from other site plan sheets. Refer to the Site Plan Review Checklist for submittal requirements and review fees.
- ☐ **Site Equal to or Greater Than One Acre:** A Land Disturbance Permit is required for all sites with proposed land disturbance activities in an area greater than 1 acre (43,560 SF). This is a separate permit that is required in addition to any other City permits. Application and information regarding a Land Disturbance Permit can be obtained from the Public Works Department or on the City's Website at <http://www.claytonmo.gov/permits> under Land Disturbance Requirements (SWPPP).

SIGNATURES (FULL LEGAL NAME IS REQUIRED)

Signature of Property Owner (Required): CHRISTOPHER C. SEDLAK
 Print name: CHRISTOPHER C. SEDLAK
 Date: 3/8/17 Business Name/title (if applicable): JH ROASTER LLC
 Signature of Applicant (Required): B K S
 Print Name: BRIAN KY
 Date: 3/9/17 Title: Architect

CHECKLIST

Certain items are only applicable for new/major construction projects. Contact City Staff for clarification

- ☐ If submitting for Architectural Review Board only, submit 11 plans sets (one 24" x 36" & ten 11" x 17") & an electronic copy of the completed application and plans (via e-mail to akrane@claytonmo.gov AND kscott@claytonmo.gov) or on a thumb/flash drive; sorry, we **cannot accept CDs**. If submitting for Architectural Review Board and Site Plan Review concurrently, refer to the Site Plan Review submittal requirements.



130 E. Jefferson, Kirkwood, MO 63122 / 314.394.1606 / 314.394.1609 f. / www.YourIdeaArchitects.com

RECEIVED
MAR 29 2017
CITY OF CLAYTON
PLANNING & DEVELOPMENT

March 10, 2017

City of Clayton
Mayor Sanger and the Board of Aldermen
c/o: Louis Clayton, Planner
10 N. Bemiston
Clayton, MO 63105



Re: Requesting Conditional Use Permit Review for 30 North Central -New Restaurant Use

Mayor Sanger and the Board of Aldermen:

Please accept this letter as our formal request for consideration of our Conditional Use permit Application. This application is for a proposed New casual restaurant with a chef created menu.

The plan for this property will include an exterior façade renovations to re-create the aesthetic of an old Irish Pub, and the interior will have a bar and an open kitchen. There will be a variety of different seating zones, booths built-into the new storefront in the front and an elevated dining platform in the rear for diners to have an elevated vantage point for watching the action taking place in the kitchen.

Hours for the restaurant have not been finalized yet, but will probably be from 10am until 1am seven days a week and will serve small plates with a wide variety of food to choose from. It will have a full bar and an open kitchen. The intention is to create a relaxed, intimate setting but still a somewhat social environment for our customers to enjoy good food and drinks.

I hope this letter clearly summarizes the scope of this project. If you have any further questions, comments or need further clarification of our intent or our request, please do not hesitate to contact me. Please note, the best way to contact me is via cell phone (314.369.0209) or email brian@YourIdeaArchitects.com.

Respectfully submitted,


Brian K. Ivy
AIA, NCARB



City Manager
10 N. Bemiston Avenue
Clayton, MO 63105

REQUEST FOR BOARD ACTION

TO: MAYOR SANGER; BOARD OF ALDERMEN

FROM: CRAIG S. OWENS, CITY MANAGER
SUSAN M. ISTENES, AICP, DIRECTOR, PLANNING & DEV. SERVICES

DATE: MAY 9, 2017

SUBJECT: PUBLIC HEARING - RESOLUTION FOR A CONDITIONAL USE PERMIT
FOR GARBANZO MEDITERRANIAN FRESH RESTAURANT AT 8143
MARYLAND AVENUE

This is a public hearing to consider an application for a Conditional Use Permit submitted by Alvah Levine, Architect on behalf of James Park, CEO of Garbanzo Mediterranean Grill, LLC, to allow the operation of a 1,652 square-foot, 46 seat restaurant to be known as Garbanzo Mediterranean Fresh (formerly occupied by Companion Bakery).

The applicant describes the restaurant as “a quick serve casual dining establishment serving Mediterranean food.” Proposed hours of operation are 11:00 a.m. to 10:00 p.m. seven days a week.

Outdoor dining to accommodate 40 patrons will be considered by staff at a later date. The applicant is proposing the addition of a walk-in cooler to the rear of the building, which will be reviewed as part of the building permit process.

Delivery service from the restaurant is not proposed. Deliveries to the restaurant will be made two or three times a week in the morning to the rear of the building. Trash will be stored in existing dumpsters located in the rear of the building. The applicant will participate in a recycling program.

Because the restaurant is less than 3,000-square-feet and located inside of the Central Business District, off-street parking is not required. The property includes 8 off-street parking spaces, accessibly from the alley off of Forsyth Boulevard. According to the restaurant owner, 5 of those spaces will be used by employees and the remaining 3 for use by patrons. Public street parking is available along Maryland Avenue and Forsyth Boulevard.

The Plan Commission considered this request at their meeting of May 1st and voted to recommend approval with the condition that no outdoor music or speakers be allowed.

STAFF RECOMMENDATION: To approve a Conditional Use Permit for the operation of Garbanzo Mediterranean Fresh at 8143 Maryland Avenue.

RESOLUTION NO. 17-09

WHEREAS, on April 17, 2017, the City received an application from Alvah Levine, architect on behalf of James Park, CEO of Garbanzo Mediterranean Grill, LLC, requesting a Conditional Use Permit to allow the operation of a 1,652 square foot restaurant to be known as Garbanzo Mediterranean Fresh at 8143 Maryland Avenue; and

WHEREAS, the City Plan Commission considered this request at its May 1, 2017, meeting and voted to recommend approval to the Board of Aldermen; and

WHEREAS, after due notice as required by law the Board of Aldermen considered the proposed conditional use at a public hearing held on May 9, 2017; and

WHEREAS, the Board of Aldermen finds and determines that the applicant has clearly established that the criteria for approval of a Conditional Use Permit set out in Section 405.840 of Clayton's Zoning Regulations are met.

NOW, THEREFORE, BE IT RESOLVED BY THE BOARD OF ALDERMEN OF THE CITY OF CLAYTON, MISSOURI, AS FOLLOWS:

Section 1. Pursuant to the authority of Chapter 405 (Zoning Regulations), Article VII (Conditional Use Permit), of the Code of Ordinances of the City of Clayton, and subject to the terms and conditions set forth in Section 2, below, the approval of a Conditional Use Permit to Garbanzo Mediterranean Grill, LLC, d/b/a Garbanzo Mediterranean Fresh to allow the operation of a restaurant at 8143 Maryland Avenue is hereby granted. Said property is more particularly described as follows:

LOT 11, BLOCK 3 OF THE CLAYTON GARDENS SUBDIVISION
IN THE CITY OF CLAYTON, MISSOURI

Section 2. In addition to compliance with all Ordinances of the City of Clayton and Laws of the State of Missouri, the permitted uses shall be conducted so as to comply with the following stipulations and conditions at all times:

- (1) The permit shall be granted to Garbanzo Mediterranean Grill, LLC, (the "Permittee"), and shall not be transferred or assigned without the prior written approval of the City of Clayton.
- (2) The property shall be improved, maintained and operated substantially in accordance with an application and a letter dated April 17, 2017, and with the plans and specifications as filed with and approved by the City of Clayton.
- (3) Permitted hours of operation are 11:00 a.m. to 10:00 p.m. seven days a week.
- (4) All work shall conform to the plans submitted to and approved by the City of Clayton.
- (5) Any future exterior alterations/renovations must be approved by the City prior to such change. Any exterior signage shall conform to the City's Sign Ordinance and be approved by the City prior to installation.
- (6) Outdoor seating shall only be allowed with the issuance of an Outdoor Dining Permit as issued by the City's Planning Department.

(7) No outdoor music or speakers shall be permitted.

(8) That the Permittee shall, within thirty (30) days of the adoption of the Resolution, notify the City Clerk of the City of Clayton in writing that the conditional use permit provided for is accepted and that the conditions set forth herein are understood and will be complied with.

(9) That Permittee's failure to comply with any of the conditions provided for in the Resolution may cause immediate termination of the permit.

Section 3. The City Manager of the City of Clayton is hereby authorized and directed to issue a conditional use permit in accordance with the provisions of this Resolution. Said permit shall contain all of the conditions and stipulations set out in Section 2 of this Resolution.

Adopted this 9th day of May, 2017

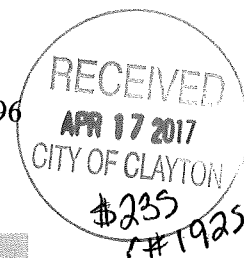
Mayor

ATTEST:

City Clerk



City of Clayton
10 North Bemiston Avenue
Clayton, Missouri 63105
(314) 290-8453 FAX: (314) 863-0296



CONDITIONAL USE PERMIT APPLICATION-RESTAURANTS

(please type or print)

**ALL SECTIONS OF APPLICATION MUST BE COMPLETE
APPLICATIONS MUST BE CONSISTENT WITH SUBMITTED MATERIALS
ALL SUBMITTED MATERIALS MUST BE SIGNED/SEALED FOR REVIEW
\$200.00 APPLICATION FEE MUST ACCOMPANY THIS APPLICATION**

Location of Project: 8143 Maryland Avenue St. Louis, MO 63124

Project Description: Tenant improvement of an existing building for a restaurant use

PART A: PARTIES OF INTEREST

The full legal name of restaurant owner (partnership, incorporation, etc.), applicant, agent, architect, landscape architect, planner, engineer and/or manager is required for review of this application.

Name of Applicant: Alvah Levine

Address: 8630 Delmar Suite 220

Phone Number & E-Mail Address: 314-991-5600 alvah@levinearch.net

Interest in Property: architect

Name of Owner(s) - if different from above: Garbanzo Mediterranean fresh - James Park

Address: 7700 east Arapahoe Road, suite 270 Centennial, CO 80112

Phone Number & E-Mail Address: 614.440.4749

Name of Architect/Engineer (Please Specify) Alvah Levine

Address: _____

Phone Number & E-Mail Address: 314-440-5600

List Managing Officers or persons who will be in active control and supervision of business:

Name/Position: James park/CEO

Name/Position: _____

Name/Position: _____

PART B: SITE DESCRIPTION

Legal Address of Property: 8143 Maryland Ave

Lot Number: 11 Block Number: 3 Locator Number: 18K240081

Subdivision Clayton Gardens Current Zoning: _____

Current Use of Site: bakery/vacant - restaurant with at door dining
(vacant 2 months)

Proposed Use of Site: Restaurant/ casual dining with patio

Estimated Cost of Construction : \$300,000 No. of Stories : one

PART C: INTENDED USE-RESTAURANT

Briefly describe the type and character of the operation: _____

This proposed restaurant is a quick serve casual dining
establishment serving Mediterranean food

Days and Hours of Operation: 7 days a week 11:00 a.m. till 10:00 p.m.

Will a liquor license be requested? Yes _____ No x If yes, which type: _____

Square Footage of Proposed Use: 1,652 Number of seats: 46

Number of Parking Spaces: Employees: 5 Patrons 3 Valet Parking? Yes _____ No x

Location of Parking Facilities: behind building

Applicant must demonstrate that it can comply with the parking requirements of Clayton's Zoning Code. Accordingly, the applicant must either i) submit an executed parking agreement with the owner or other

private off-street parking provider for the exclusive use of the above denoted parking spaces; or ii) must otherwise demonstrate exclusive use of sufficient parking spaces.

Describe when and how deliveries will be made to the operation: deliveries will be made prior to opening
twice or three times a week, the delivery truck will park in the parking lot and bring the products through the back door

If restaurant is to offer deliveries, please describe your ability to comply with the attached City of Clayton Delivery Policy: N/A

Briefly describe the manner in which the disposal of refuse for the operation will occur : the trash will be removed
from the premises by employees using the back door. The trash dumpster will be located in an enclosed area in the back
parking lot
Does the restaurant intend to participate in a recycling program? Yes x No

Review by the Clayton Architectural Review Board is required for any exterior renovation, awning or signage. If any of these items are part of the project, complete an Architectural Review Board Application, which can be obtained from the Housing & Planning Dept.

PART D: OUTDOOR DINING/SEATING

Please provide a copy of survey showing building line, property line, right-of-way line, proposed seating plan and landscaping.

Is this an outdoor dining service area or seating for self-service? Briefly explain the operation.

the patio will be used by patrons as needed, patrons will seat them selves as needed, the patio is accessible and will be
accessed from the interior of the space.

Is the food service and menu the same as the indoor facilities? Please explain: The patrons will receive their food
inside after payment and they will bring their food to the patio themselves.

Square footage of the Area: 630 s.f. Number of Seats: 40

Please explain how patrons will access the outdoor dining/seating facilities from the restaurant: the patrons
will access the patio from the inside of the restaurant, the patio will be defined by railings and vegetation

Description of Furniture:
the patio tables and chairs will be of high quality painted metal, photos and specifications of furniture to follow.

Description and proposed location of Pedestrian Barrier: The patio is located to the side of the building, and it is fully contained

Description of Landscaping: All the landscaping is mature and existing, it is a combination of grass, trees and shrubs

Description of Lighting: _____

Hours of Operation: from 11:00 am to 10:00 pm

Additional parking: Employee Spaces 5 Patron Spaces 3

Will there be public right-of-way encroachment? Yes _____ No x Number of Feet _____

The following must accompany this application: 1) Documentation of insurance for the encroachment (if applicable), naming the City of Clayton as an additional insured, in amounts required by the Clayton Code, Section 22-24(1)(g), 2) Outdoor Dining/Seating Agreement (attached), and 3) An Architectural Review Board Application (available in the Housing & Planning Department).

PART E: AMENDMENT TO AN EXISTING RESTAURANT CONDITIONAL USE PERMIT

Please describe the proposed amendment: N/A

Please describe why the proposed amendment is necessary: _____

PART F: TRANSFER OF AN EXISTING RESTAURANT CONDITIONAL USE PERMIT

The full legal name of the restaurant operation currently approved, as set forth on the existing conditional use permit:

N/A

The full legal name (owner, partnership, corporation, etc.) and complete address of the entity to which the C.U.P will be transferred:

Please describe any changes to the operation: _____

Please describe any changes to the menu: _____

Please describe any changes to the hours of operation, seating and decor: _____

SIGNATURES

Signature of Applicant (Required): Alvah Levine *Date:* 4-17-17

Title: Architect

Signature of Property Owner (Required): [Signature] *Date:* 18 APRIL 2017

Title: OWNER

OUTDOOR DINING/SEATING AGREEMENT

(To be signed by applicant and returned with this Application; if applicable)

1. That an adequate sidewalk width be maintained for pedestrians between the dining area separation and a treelawn or curb as determined by the Director of Public Works.
2. That all conditions as established by the Architectural Review Board for pedestrian safety and convenience shall be met and complied with.
3. That all rules and/or regulations established by the Architectural Review Board for the use of the area for such food service or customer seating areas shall be met and complied with.
4. That no permanent structures shall be erected over or attached to the area.
5. That any temporary structures to be placed in the area, such as, but not limited to: supports, decorative fences, light fixtures, railings, planters or dividers, shall be approved and authorized by the Architectural Review Board.
6. That seating must not obstruct any entry or exit way of the adjacent building.
7. That seating in the area shall be separated from the public sidewalk in a manner approved and authorized by the Architectural Review Board.
8. That the Permittee shall keep the area in a neat and clean condition, free from nuisance and filth, and provide for the removal of trash and waste therefrom.
9. That the Permittee, at its own expense, shall keep and maintain the area in good order and repair. Permittee shall promptly make any repairs or replacements required to maintain the area in good order and repair.

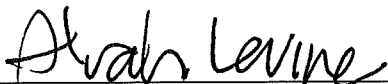
***FOR RESTAURANTS ENCROACHING INTO THE PUBLIC RIGHT-OF-WAY:**

1. That the Permittee shall provide and maintain, at its sole expense, general liability insurance in full force and effect for the area, in standard form generally in use in the State of Missouri with insurance companies having a current "best" rating of not less than A and a financial rating not less than Class VII and authorized to do business in the State of Missouri in the amount of Five Hundred Thousand Dollars (\$500,000.00) for any accident or occurrence resulting in bodily injury to or death of one person and an amount of not less than one million dollars (\$1,000,000.00) for any accident or occurrence resulting in bodily injury to or the death of more than one

person, and comprehensive property damage insurance covering liability for damage to all property from any accident or occurrence in an amount of not less than two hundred fifty thousand dollars (\$250,000.00). Executed copies of said policies of insurance, or certificates thereof, shall be delivered to the City of Clayton at the time said permit is issued and thereafter within thirty (30) days prior to expiration of the term of each such policy, a renewal or replacement insurance policy, or certificate thereof, shall be delivered to the City of Clayton. In addition to the delivery of the policies, or certificates, at the same time the Permittee shall deliver to the City of Clayton proof of payment of the premiums for said policies. As often as any such policy shall expire or terminate, renewal or additional policies shall be procured and maintained by the Permittee in like manner and to like extent. All said policies of insurance delivered to the City of Clayton must contain a provision that the company writing said policy will give the City of Clayton twenty (20) days notice in writing in advance of any cancellation, lapse or reduction in the amount of insurance. All of said policies of insurance must obtain a provision naming the City of Clayton, its agents, employees, guests and invitees, as an additional insured.

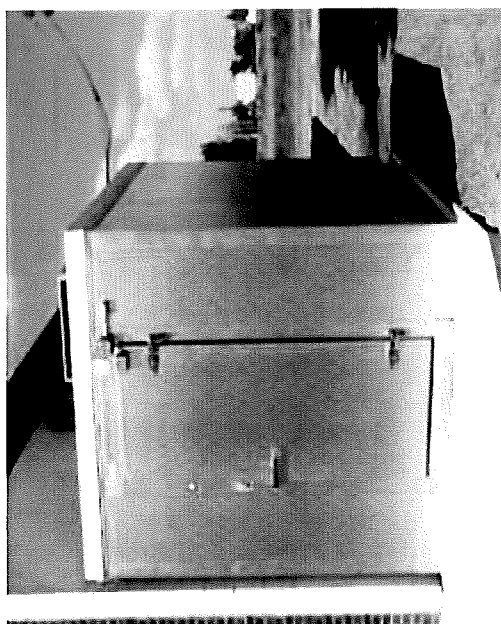
2. Permittee acknowledges Agreement and understands by making application for the use of the City of Clayton right-of-way that said use is conditional and temporary and is subject to the right of the City of Clayton in its sole discretion to reclaim the right-of-way by the termination of the permit granted hereunder at any time. In the event of such termination, Permittee agrees to immediately vacate said right-of-way and remove any temporary structures that have been placed on the City of Clayton right-of-way.

3. That the Director of Public Works shall not authorize the use of the area as provided for herein until such time as all approvals and requirements provided for herein shall have been complied with and met.



Signature of Applicant

Title: 





City Manager
10 N. Bemiston Avenue
Clayton, MO 63105

REQUEST FOR BOARD ACTION

TO: MAYOR SANGER; BOARD OF ALDERMEN
FROM: CRAIG S. OWENS, CITY MANAGER
JUNE FRAZIER, CITY CLERK
DATE: MAY 23, 2017
SUBJECT: ALDERMANIC COMMITTEE ASSIGNMENTS

In order to be consistent with the *Charter* requirements all appointments/assignments to the Boards and Commissions requires approval by the Board of Aldermen. The following assignments are proposed by Mayor Sanger:

Clayton Century Foundation

Alderman Mark Winings
Alderman Michelle Harris

CRSWC

Alderman Alex Berger III
Alderman Ira Berkowitz

Plan Commission/ARB

Alderman Joanne Boulton

Economic Development Advisory Committee

Alderman Alex Berger III
Alderman Michelle Harris

Parks & Recreation Commission

Alderman Mark Winings
Alderman Ira Berkowitz

Public Art Advisory Committee

Alderman Joanne Boulton

Non-Uniformed Employees Retirement Fund Board

Alderman Alex Berger III
Alderman Rich Lintz

Uniformed Employees Retirement Fund Board

Alderman Alex Berger III
Alderman Rich Lintz

Sustainability Committee

Alderman Ira Berkowitz
Alderman Michelle Harris

Other

Alderman Rich Lintz-St. Louis County
Municipal League

Recommendation: To consider the appointments.



City Manager
10 N. Bemiston Avenue
Clayton, MO 63105

REQUEST FOR BOARD ACTION

TO: MAYOR SANGER; BOARD OF ALDERMEN

FROM: CRAIG OWENS, CITY MANAGER (CSO)

DATE: MAY 9, 2017

SUBJECT: ORDINANCE – APPOINTING THE DANIELE COMMUNITY IMPROVEMENT DISTRICT (CID) BOARD OF DIRECTORS

OVERVIEW:

On February 12, 2013 the City of Clayton created the Daniele Community Improvement District (CID) for the property located at 216 N. Meramec Avenue, now operating as a Hampton Inn & Suites. The CID imposes an additional 1% sales tax on the hotel (including hotel room, restaurant and gift shop sales) and an additional \$3.00 per occupied room per night special assessment. The CID uses the revenues from the sales tax and special assessment to reimburse the Developer for certain eligible redevelopment costs totaling \$2,250,000.

The CID is governed by a five-member board of directors appointed by the Mayor with the consent of the Board of Aldermen. Only registered voters residing within the CID and the authorized representatives of property owners within the CID may be appointed to the Board of Directors. In this case, the Developer is the sole property owner within the CID. The initial Board of Directors of the CID is as follows:

Michael Manna	2 year term
Conor Pandl	2 year term
John Kudla	2 year term
Michael Mullenix	3 year term
Greg Mullenix	3 year term

The CID is requesting that Michael Manna and Conor Pandl be reappointed and that their terms expire February 12, 2018. The CID is requesting that Kevin Chapman be appointed in place of John Kudla and that his term expire February 12, 2018. Finally, the CID is requesting that Greg Mullenix and Michael Mullenix be reappointed and that their terms expire February 12, 2019.

Recommendation: To approve the attached ordinance.

BILL NO. 6610

ORDINANCE NO. _____

AN ORDINANCE OF THE CITY OF CLAYTON, MISSOURI, APPROVING THE REAPPOINTMENT OF CERTAIN BOARD OF DIRECTORS FOR THE DANIELE COMMUNITY IMPROVEMENT DISTRICT

WHEREAS, on February 12, 2013 the City of Clayton established the Daniele Community Improvement District (the “**District**”) pursuant to Sections 67.1401 to 67.1571 of the Revised Statutes of Missouri, as amended (the “**Act**”); and

WHEREAS, upon creation of the District a five (5) member board of directors was appointed with varying terms; and

WHEREAS, the District has requested the reappointment of certain Directors and the Mayor has nominated the persons identified below for reappointment;

NOW, THEREFORE, BE IT ORDAINED BY THE BOARD OF ALDERMEN OF THE CITY OF CLAYTON, MISSOURI, AS FOLLOWS:

SECTION 1. Reappointment of Directors. The Board of Directors of the District shall be as follows:

Michael Manna	3 year term, expiring February 12, 2018
Conor Pandl	3 year term, expiring February 12, 2018
Kevin Chapman (replacing John Kudla)	3 year term, expiring February 12, 2018
Michael Mullenix	3 year term, expiring February 12, 2019
Greg Mullenix	3 year term, expiring February 12, 2019

SECTION 2. Effective Date. This ordinance shall be in full force and effect both from and after its passage by the Board of Aldermen.

Passed by the Board of Aldermen this 9th day of May, 2017.

Mayor

Attest:

City Clerk



City Manager
10 N. Bemiston Avenue
Clayton, MO 63105

REQUEST FOR BOARD ACTION

TO: MAYOR SANGER; BOARD OF ALDERMEN
FROM: CRAIG S. OWENS, CITY MANAGER
DALE L. HOUDSHELL, P.E., DIRECTOR OF PUBLIC WORKS
DATE: MAY 9, 2017
RE: ORDINANCE - APPROVING THE MISSOURI HIGHWAYS AND
TRANSPORTATION COMMISSION AGREEMENT FOR THE MARYLAND
AVENUE RESURFACING PROJECT

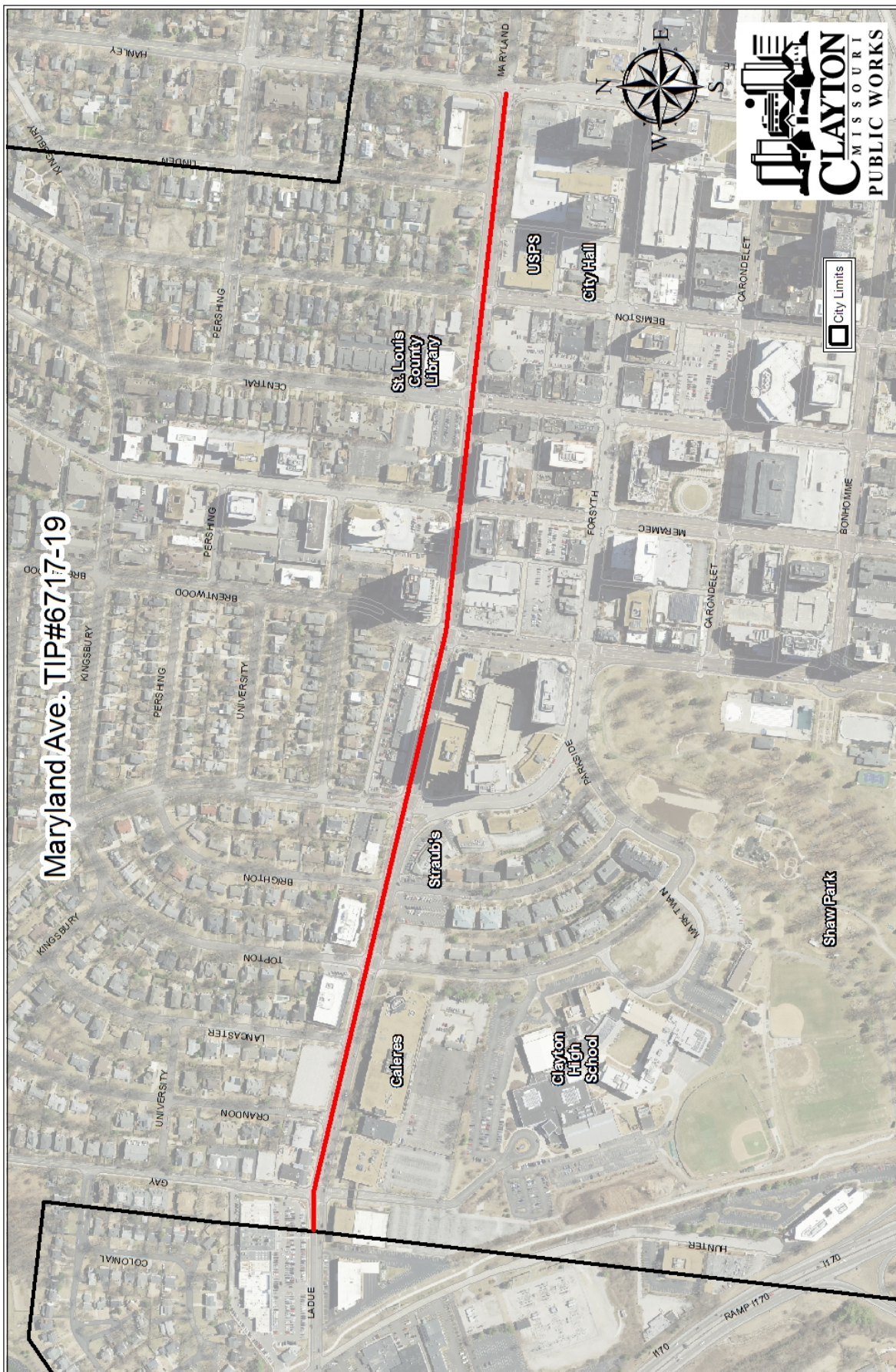
In March of 2016, the City of Clayton applied for a grant from the East-West Gateway Council of Governments to resurface Maryland Avenue from Hanley Road to the west City limits (just west of Gay Ave.). The project qualified for funding through the Surface Transportation Program. Last fall the City received notification that this project has been approved for funding by East-West Gateway and recently were provided the program agreement.

The total programmed project cost is estimated to be \$1,264,947.00. Seventy-five percent of the estimated project cost (\$948,710.00) will be federally funded through East West Gateways Transportation Improvement Program (TIP). The project design, and any easement/right-of-way acquisition will be funded by the City. This cost is estimated to be \$114,295.00 for a total City contribution, with construction, of \$316,237.00 (twenty-five percent of project cost). This project is budgeted over 3 years with design beginning in 2017 and construction taking place in 2019.

The programmed project will include the milling and replacement of 2 inches of asphalt, replacement of select curb & gutter where needed, and improvement of curb ramps to ADA standards.

The Missouri Department of Transportation has provided this agreement, which the Missouri Highways and Transportation Commission will not approve if modified in any way.

STAFF RECOMMENDATION: Approve the ordinance authorizing execution of an agreement with the Missouri Highways and Transportation Commission for the funding of the Maryland Avenue Resurfacing Project.



BILL NO. 6611

ORDINANCE NO. _____

AN ORDINANCE PROVIDING FOR THE APPROVAL AND EXECUTION OF A STP-URBAN PROGRAM AGREEMENT BETWEEN THE CITY OF CLAYTON AND THE MISSOURI HIGHWAYS AND TRANSPORTATION COMMISSION AND ACTIONS RELATED THERETO

WHEREAS, the City desires to provide a new asphalt surface, repaired curb and gutter, and upgraded curb ramps along the length of Maryland Avenue in the City of Clayton; and

WHEREAS, upon the City's application for Surface Transportation Program ("STP") funding through the East-West Gateway Council of Governments for the Maryland Avenue Resurfacing Project (STP-5438(612)) was approved;

NOW, THEREFORE, BE IT ORDAINED BY THE BOARD OF ALDERMEN OF THE CITY OF CLAYTON, MISSOURI AS FOLLOWS:

Section 1. The execution of the Grant Agreement with The Missouri Highway and Transportation Commission is hereby approved in substantially the form attached hereto and marked Exhibit "A".

Section 2. The City Manager of the City of Clayton is hereby authorized to execute on behalf of the City and the City Clerk is authorized to attest said signature and attach the official seal of the City of Clayton to the form attached hereto and marked Exhibit "A". The City Manager is hereby also authorized to take such administrative steps as may be necessary and to execute such other documents, certificates and instruments as may be necessary or desirable to carry out and comply with the intent of this Ordinance and to carry out, comply with and perform the duties of the City with respect to the Agreement.

Section 3. This ordinance shall be in full force and effect from and after its passage by the Board of Aldermen.

Passed this 9th day of May 2017.

Mayor

ATTEST:

City Clerk



City Manager
10 N. Bemiston Avenue
Clayton, MO 63105

REQUEST FOR BOARD ACTION

TO: MAYOR SANGER; BOARD OF ALDERMEN
FROM: CRAIG S. OWENS, CITY MANAGER (CSO)
JANET K. WATSON, DIRECTOR OF FINANCE AND ADMINISTRATION
DATE: MAY 9, 2017
SUBJECT: ORDINANCE – 2ND QUARTER AMENDMENT TO THE FISCAL YEAR 2017 BUDGET

The City of Clayton reviews and makes adjustments to its budgeted revenues and expenditures on a quarterly basis to respond to changes as the fiscal year progresses and to update the Board regarding budgetary issues. As part of the quarterly budget review, staff is presenting for your consideration the first amendment to the Fiscal Year 2017 (FY17) budget. The 2nd Quarter Financial Report will be on the June 13 meeting agenda. The proposed amendment is summarized in the table below:

<u>ALL FUNDS</u>	FY 2017 Amended Budget	Amendments Previously Approved	FY 2017 2nd Quarter Amendment Requested	FY 2017 Budget After This Amendment	% Change
Beginning Fund Balance	\$38,379,520			\$38,379,520	
Revenues	\$46,342,586	\$1,066,858	\$62,860	\$47,472,304	2.4%
Expenditures	<u>\$52,316,074</u>	<u>\$1,930,445</u>	<u>\$78,616</u>	<u>\$54,325,135</u>	3.8%
Net Change		(\$863,587)	(\$15,756)		
Ending Fund Balance	\$32,406,032			\$31,526,689	

Below are further explanations, presented by fund, of the items included in this amendment.

General Fund

Revenue – Net Increase of \$62,860

- DeMun Park – This grant is being received from the Municipal Park Grants for the park design in the amount of \$6,400 and will cover a majority of the design costs.
- Shared Fire Training Officer – Three cities combined to hire and share the costs of a training officer. Since the employee chosen for the position was currently a Clayton employee, he will remain our employee to continue his benefits. The total salary, benefits and other miscellaneous costs will be divided based on the number of employees covered by the training program in each

fire department. The amount of \$56,460 represents the amount of reimbursement expected from the other cities for the remainder of FY17.

Expenditures – Net Increase of \$78,616

- Interior Office Enhancements – Due to two changes in staffing at the Brentwood building, minor office enhancements were required which total \$10,200.
- Shared Fire Training Officer – As mentioned above, a portion of this employee's costs will be reimbursed by the other two cities which are sharing the cost. The amount of estimated additional cost is \$44,916 in salary and benefits and \$15,500 in other miscellaneous support costs.
- DeMun Park – The park design services are estimated to cost \$8,000 which is partially offset by a planning grant.

An ordinance is attached incorporating the recommended amendments to the FY17 budget. Exhibit 1-1 provides a fund summary of the effect of the recommended amendments and the percentage effect of the accumulated amendment on each fund. Exhibit 1-2 lists the individual budget line items in this quarter's amendment.

Recommendation: To approve the attached ordinance adopting an amendment to the FY17 budget with a net effect on the City's fund balances of a decrease of \$15,756.

BILL NO. 6612

ORDINANCE NO. _____

**AN ORDINANCE AMENDING THE FISCAL YEAR 2017 BUDGET
AND APPROPRIATING FUNDS PURSUANT THERETO**

WHEREAS, the Board of Aldermen on September 13, 2016, adopted the annual budget for Fiscal Year 2017 commencing October 1, 2016; and

WHEREAS, the Fiscal Year 2017 budget was amended on February 14, 2017 for significant changes in revenue and expenditures on a fund basis that may affect the budget by year end; and

WHEREAS, the Fiscal Year 2017 budget is amended in the 2nd quarter to account for significant changes in revenue and expenditures on a fund basis that may affect the budget by year end; and

NOW, THEREFORE, BE IT ORDAINED BY THE BOARD OF ALDERMEN OF THE CITY OF CLAYTON, MISSOURI, AS FOLLOWS:

Section 1. The annual Fiscal Year 2017 (FY17) budget for the City of Clayton, Missouri commencing on October 1, 2016, is hereby amended as reported in Exhibit 1 and summarized below:

	FY 2017 Original Budget	Amendments Previously Approved	FY 2017 2nd Quarter Amendment Requested	FY 2017 Budget After This Amendment
Revenues	\$46,342,586	\$1,066,858	\$62,860	\$47,472,304
Expenditures	\$52,316,074	\$1,930,445	\$78,616	\$54,325,135

Section 2. Funds are hereby appropriated as set forth in said Exhibit 1. The expenditure of the funds so appropriated shall be subject to the control of the City Manager.

Section 3. This ordinance shall be in full force and effect from and after its passage by the Board of Aldermen.

Passed this 9th day of May, 2017.

Mayor

ATTEST:

City Clerk

City of Clayton

EXHIBIT 1-1

2nd Quarter Fiscal Year (FY) 2017 Budget Amendment

Fund	Fund Name		FY 17 Original Budget	1st Quarter Amendment	2nd Quarter Amendment	FY 17 Budget After Amendment	% Change
10	General	Beginning Fund Balance	16,943,329			16,943,329	
		Revenues	27,178,750	205,858	62,860	27,447,468	1.0%
		Expenditures	26,894,048	132,965	78,616	27,105,629	0.8%
		Ending Fund Balance	17,228,031	72,893	(15,756)	17,285,168	0.3%
12	Sewer Lateral	Beginning Fund Balance	125,624			125,624	
		Revenues	92,060	0	0	92,060	0.0%
		Expenditures	105,000	0	0	105,000	0.0%
		Ending Fund Balance	112,684	0	0	112,684	0.0%
45	Special Business District	Beginning Fund Balance	135,282			135,282	
		Revenues	424,952	0	0	424,952	0.0%
		Expenditures	424,952	0	0	424,952	0.0%
		Ending Fund Balance	135,282	0	0	135,282	0.0%
50	Equipment Replacement	Beginning Fund Balance	5,049,806			5,049,806	
		Revenues	1,518,797	10,000	0	1,528,797	0.7%
		Expenditures	1,934,792	104,780	0	2,039,572	5.4%
		Ending Fund Balance	4,633,811	(94,780)	0	4,539,031	-2.0%
60	Capital Improvement Fund	Beginning Fund Balance	5,254,490			5,254,490	
		Revenues	12,301,410	851,000	0	13,152,410	6.9%
		Expenditures	13,771,163	1,541,700	0	15,312,863	11.2%
		Ending Fund Balance	3,784,737	(690,700)	0	3,094,037	-18.2%
All	Debt Service	Beginning Fund Balance	10,870,989			10,870,989	
		Revenues	4,826,617	0	0	4,826,617	0.0%
		Expenditures	9,186,119	151,000	0	9,337,119	1.6%
		Ending Fund Balance	6,511,487	(151,000)	0	6,360,487	-2.3%
		Beginning Fund Balances	38,379,520	0		38,379,520	
		TOTAL REVENUES	46,342,586	1,066,858	62,860	47,472,304	2.4%
		TOTAL EXPENDITURES	52,316,074	1,930,445	78,616	54,325,135	3.8%
		Ending Fund Balances	32,406,032	(863,587)	(15,756)	31,526,689	-2.7%

Note: Beginning balances may have slight differences due to finalizing FY16 transactions.

City of Clayton
2nd Quarter Budget Amendment - FY 2017

EXHIBIT 1-2

Account #	Account Name	2nd Quarter Amendment	Description
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Revenue

GENERAL FUND			
10R00003580001	Other Grants & Donations	6,400	Receipt of Municipal Park Planning grant for DeMun Park design
10R00003660000	Fire Shared Trainer Reimbursement	56,460	A shared Fire training officer was hired by three cities. The employee chosen was a Clayton employee, therefore the salary and benefits are expended by Clayton and a portion is reimbursed by the other two cities. This amount represents the reimbursement for the remainder of the fiscal year.
Total Revenue Amendment		\$62,860	

Account #	Account Name	2nd Quarter Amendment	Description
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Expenditures

GENERAL FUND			
10X14045020000	Buildings, Structures & Improvements	10,200	Small interior office enhancements in two areas at the Brentwood building are needed due to staffing changes
10X1300 (Various)	Fire - Salaries & Benefits	44,916	A shared Fire training officer was hired by three cities. The employee chosen was a Clayton employee, therefore the salary and benefits are expended by Clayton and a portion is reimbursed by the other two cities. The City budgeted for our share of the employee, but this amount represents the cost which will be reimbursed by the other cities for the remainder of the fiscal year.
10X13003070000	Operating Supplies and Equipment	15,500	
10X16012700000	Contractual Services	8,000	Design services for DeMun Park, partially offset by planning grant
		\$78,616	



City Manager
10 N. Bemiston Avenue
Clayton, MO 63105

REQUEST FOR BOARD ACTION

TO: MAYOR SANGER; BOARD OF ALDERMEN
FROM: CRAIG S. OWENS, CITY MANAGER (CSO)
KEVIN R. MURPHY, CHIEF OF POLICE
DATE: MAY 9, 2017
SUBJECT: RESOLUTION – APPROVING SUBMITTAL OF A HAZARDOUS MOVING VIOLATION ENFORCEMENT GRANT APPLICATION

The problem of Hazardous Moving Violations (HMV), also known as aggressive driving, is a serious one on Missouri's roadways and has contributed substantially to traffic crashes, especially crashes resulting in death. Aggressive drivers are defined within Missouri's Blueprint to SAVE MORE LIVES as, "drivers of motorized vehicles who committed one or more of the following violations which contributed to the cause of a traffic crash: speeding; driving too fast for conditions; and/or following too close."

Aggressive drivers not only put their own lives at risk, but the lives of others as well. Of the 930 people killed in a recent reporting period, 67.4% were the aggressive driver and the other 32.6% were some other party in the incident. Of the 5,266 seriously injured, slightly more than one-half (53.9%) were the aggressive drivers with nearly one-half (46.1%) being some other involved person.

The reduction of traffic crashes on the roadways within the City of Clayton is a priority for the Clayton Police Department. The City of Clayton is a densely populated urban area. It has a network of bike lanes and pedestrian walkways which are attached to major roadways. The risk of personal injury is greater when pedestrian and cyclist traffic is mixed with vehicular traffic. The result is an increase in traffic complaints, congestion and collisions. Any collision involving a motor vehicle with a pedestrian or cyclist has substantially greater potential for serious physical injury or death of involved parties. The most frequently occurring contributing circumstances are hazardous moving violations.

A portion of Interstate I-170 passes through the City of Clayton and, according to MoDOT's 2013 St. Louis District Traffic Volume and Commercial Vehicle Count Map, the City of Clayton's portion of I-170 accommodates approximately 127,954 vehicles a day. That one stretch of highway accounts for approximately 23% of all crashes investigated by the Clayton Police Department.

The Clayton Police Department intends to seek a MoDOT grant to assist the Department to address the issue of aggressive driving in a multifaceted approach.

1. Additional deployment of commissioned Clayton police officers to patrol for hazardous moving violations. The officers will be brought in on their days off and paid overtime to address solely the problems related to this safety plan. Officers will also conduct patrol and traffic enforcement targeting drivers that commit hazardous moving violations, focusing on the top contributing circumstances.
2. Provide a quick response to vehicle crashes. The presence of emergency vehicles at a crash on a major roadway not only will help protect the victims of the original crash but help prevent the occurrence of secondary crashes due to traffic congestion. A prompt response from arriving police officers, as well as having a coordinated traffic control plan once on scene, can reduce traffic crashes.
3. Directly address the issue of speed. *Clayton Police Officers will use RADAR devices to detect speeders.*

Recommendation: To approve the resolution authorizing submittal of the grant application.

RESOLUTION NO. 17-10

SUBMITTAL OF A HAZARDOUS MOVING VIOLATION ENFORCEMENT GRANT APPLICATION

WHEREAS, the City of Clayton Board of Aldermen deems it desirable to engage in a Hazardous Moving Violation Enforcement Program, specifically targeting Aggressive Drivers

NOW, THEREFORE, BE IT RESOLVED BY THE BOARD OF ALDERMEN OF THE CITY OF CLAYTON, MISSOURI, THAT:

1. A grant application will be prepared and submitted to the Traffic and Highway Safety Division of the Missouri Department of Transportation, MoDOT, for a 2017-2018 Hazardous Moving Violation Enforcement Grant.
2. The Board of Aldermen hereby authorizes appropriate officials to sign and execute the necessary documents to submit the grant application, and if the grant is awarded, to sign the project agreement, and subsequent amendments and other necessary documents between the City of Clayton and the Missouri Department of Transportation, Traffic and Highway Safety Division.

Adopted this 9th day of May, 2017.

Mayor

ATTEST:

City Clerk



**Traffic and Highway Safety Division TRAFFIC
ENFORCEMENT APPLICATION October 01,
2017 through September 30, 2018**

(Application due by March 01, 2017)

Traffic and Highway Safety Division
P.O. Box 270
830 MoDOT Drive
Jefferson City, MO 65102
1-800-800-2358 or 573-751-4161

Agency:	Clayton Police Dept.	Agency ORI#:	MO0951400				
Address:	10 South Brentwood	Federal Tax ID#:	43-6000774				
		DUNS #:	12487627				
City:	Clayton	State:	MO	Zip:	63105	County:	St. Louis
Phone:	314-290-8408	Fax:	314-863-0285				
Contact:	Lt. Al Thuet	Email:	athuet@claytonmo.gov				
Jurisdiction:	Urban	Jurisdiction Population:	15,939				
Targeted Population:	Aggressive Drivers						

Project activity for which your agency is requesting funding:

Hazardous Moving Violation

Project Title:	Hazardous Moving Violation Enforcement	Requested Amount:	\$7,328.58
Brief Description:	Hazardous Moving Violation Enforcement		

Captain Stewart Glenn

Authorizing Official

Authorizing Official Signature

Police Captain

Authorizing Official Title

PROBLEM IDENTIFICATION

Hazardous Moving Violations (HMV) also known as aggressive driving is a serious problem on Missouri's roadways and has contributed substantially to traffic crashes, especially crashes resulting in death. Aggressive drivers are defined within Missouri's Blueprint to SAVE MORE LIVES as, "drivers of motorized vehicles who committed one or more of the following violations which contributed to the cause of a traffic crash: speeding; driving too fast for conditions; and/or following too close."

Aggressive drivers not only put their own lives at risk, but the lives of others as well. Of the 930 people killed, 67.4% were the aggressive driver and the other 32.6% were some other party in the incident. Of the 5,266 seriously injured, slightly more than one-half (53.9%) were the aggressive drivers and nearly one-half (46.1%) being some other person involved.

The City of Clayton is a densely populated urban area. It has a network of bike lanes and pedestrian walkways which are attached to major roadways. The risk of personal injury is greater when pedestrian and cyclist traffic is mixed with vehicular traffic. The result is an increase in traffic complaints, congestion and collisions. Any collision involving a motor vehicle and a pedestrian or cyclist has the potential for serious physical injury or death of involved parties.

An increased enforcement of hazardous moving violations in the area where there is high pedestrian and pedal cyclist traffic could decrease the number of accidents involving pedestrians and pedal cyclists.

A portion of Interstate I-170 passes through the City of Clayton. According to MoDOT's 2015 St. Louis District Traffic Volume and Commercial Vehicle Count Map, the City of Clayton's portion of I-170 accommodates approximately 131,423 vehicles a day, a 2.7% increase from the previous study in 2013. Interstate 170 has approximately 23% of all crashes investigated by the Clayton Police Department. It is common to have secondary and tertiary crashes due to the congestion caused by the primary crash. The interstate, as well as city streets, need hazardous moving violations monitored and enforced to reduce the potential for injury crashes.

In addition to vehicle crashes, the Clayton Police Department responds to many other calls for service on major roadways. Some of these calls for service involve pedestrians, crimes in progress, medical emergencies and motorist assists. The presence of pedestrians or stopped motor vehicles on the roadway or on the roadways with narrow shoulders enhance the risk to those stopped and those passing by the incident. A prompt response and proper safety equipment must be deployed to keep all persons involved safe and to prevent additional accidents.

GOALS/OBJECTIVES

In 2012-2014, there were 414,173 traffic crashes in Missouri - 15.1% involved speeding. Correlating with the national data, Missouri's problem is also more significant when examining fatal crashes—of the 2,143 fatal crashes, 37.5% involved drivers who were speeding.

Goal #1:

To decrease HMV/aggressive driving related fatalities to:

- 314 by 2013
- 299 by 2014
- 288 by 2015
- 270 by 2016

Performance Measure:

Number of HMV/aggressive driving-related fatalities

Benchmark:

2012 aggressive driving-related fatalities = 326
(308 in 2013, 287 in 2014)

Goal #2:

To decrease speed-related fatalities to:

- 312 by 2013
- 297 by 2014
- 283 by 2015
- 268 by 2016

Performance Measure:

Number of speed-related fatalities

Benchmark:

2012 speed-related fatalities = 326
(302 in 2013, 276 in 2014)

Objective:

Develop and implement a plan that focuses on hazardous moving violations (such as speeding, following too closely, driving too fast for conditions, red-light running, improper lane changes, and failure to yield) at high crash locations and corridors.

The Clayton Police Department has been determined in its efforts to address aggressive driving. The first goal of the Clayton Police Department is to reduce incidents of traffic crashes as a whole. A measurable and achievable approach will be the enforcement of hazardous moving violations. Enforcement will lower the incidence of aggressive driving related vehicle crashes. In addition to vehicle versus vehicle accidents the Clayton Police Department investigates many vehicle versus pedestrian or pedacycle crashes. A second, but equally important, goal for the police department is to reduce the amount of pedestrian involved accidents. The measurement will occur by comparing the end of the grant cycle's data, 2017/2018 to the previous years 2016/2017.

The data and statistics for the comparison will be derived from the publicly available Missouri State Highway Patrol Crash Statistics A secondary source for data and statistics will be the internal statistics the Clayton Police Department collects.

Since participating in MODOT's Traffic Safety Grant, the Clayton Police Department's had a 43.75% reduction in pedestrians struck from 2014 to 2016. Speed involved crashes made up 4.5% of crashes in the City of Clayton compared to, 6.0% in 2015 and 9.7% in 2014. There has been a 2.5% reduction in aggressive driving crashes from 2015 to 2016.

PROJECT DESCRIPTION

Project Description information is captured in the supplemental section.

The Clayton Police Department will address the issue of aggressive driving in a multifaceted approach.

The first approach will be the addition of commissioned Clayton police officers to patrol for hazardous moving violations. The officers will be on overtime brought in on their days off to address solely the problems related to this safety plan. They will conduct patrol and traffic enforcement targeting drivers that commit hazardous moving violations, focusing on the top contributing circumstances of following too closely, improper lane use, speeding and failure to yield. The unit cost of the officers is derived from the average overtime rate of patrolman and sergeant ranks. Any administrative costs (dispatch costs, fringe benefits, corrections, etc.) will be paid by the Clayton Police Department. The quantity of hours worked is derived from 2 officers working overtime shifts during each month of the grant cycle. The officers will be working during the time periods identified as having the highest number of aggressive driving related crashes.

The second approach will be the quick response to vehicle crashes. An emergency vehicle's presence at a crash on a major roadway not only will help protect the victims of the original crash but help prevent the occurrence of secondary crashes due to traffic congestion. A prompt response from arriving police officers as well as having a coordinated traffic control plan once on scene can reduce traffic crashes. The Clayton Police Department is also requesting Aervoe LED Flares to assist in the traffic planning around collisions. The LED flares are flameless and do not produce perchlorate which is hazardous to breathe and toxic for the environment. This will help prevent secondary crashes and crashes into the original scene.

The third approach will directly address the issue of speed in relation to traffic crashes in the State of Missouri. In 2016, 4.5% of traffic crashes had speed as factor. Clayton Police Officers will use RADAR and LIDAR devices to detect speeders and enforce speed limits. By following this plan in previous years the Clayton Police Department lowered Speed related crashes from a peak of 9.7% in 2014, and 6% in 2015 to 4.5% in 2016.

Beginning during the 2016-2017 Grant Cycle, the Clayton Police Department began utilizing Facebook, through the City of Clayton's Facebook page. The Clayton Police Department uses the page to post for awareness of enforcement activities and educational statistics regarding traffic safety.

SUPPLEMENTAL INFORMATION

<u>Question</u>	<u>Answer</u>
You must answer the following questions.	
1 Does your agency have and enforce an internal safety belt policy for all personnel?	Yes
2 Does your agency have and enforce a policy restricting cell phone use while driving?	Yes
3 Does your agency report racial profiling data annually?	Yes
4 Does your agency report to STARS?	Yes
5 Does your agency report UCR information annually?	Yes
6 Please explain any NO answer(s) to questions 1-5:	
7 Have any of your officers/personnel been debarred and are therefore not eligible to receive federal funds for reimbursement of salary, fringe benefits, or overtime?	No
8 Does your agency have adequate manpower to fully expend the funds requested in this application?	Yes
9 If NO, please explain.	
10 Have any significant changes occurred with your agency within the last year that would affect performance, including personnel or system changes?	No
11 If YES, please explain.	
12 Are you aware of any fraud, waste or abuse on grant projects in your office/agency within the last 5 years?	No
13 If YES, please explain.	
14 If your agency received Highway Safety grant funding in the last three (3) fiscal years and there were unexpended balances, please explain why.	
FY2016 Grant Cycle. Approximately \$662 was left unspent. This was the first year the Clayton Police Department participated in the MoDOT Traffic Safety Grant program. The Clayton Finance Department had to develop a protocol for getting the officers paid in a timely manner. This hindered the allocation of officers the first couple months. A lot was learned regarding scheduling and execution of the grant plan. FY2017 has been more efficient in the execution of the grant plan.	
15 Did your political entity receive more than 80% of its annual gross revenues in Federal Awards in your preceding fiscal year?	No
16 Did your political entity receive \$25,000,000 or more in Federal Awards in your preceding fiscal year?	No

17 If you answered NO to either question 15 and 16, DO NOT answer this question. If you answered YES to both question 15 and 16, and the public does not have access to this information, list the names and compensation amounts of the five most highly compensated employees in your business or organization (the legal entity to which the DUNS number it provided belongs).

Please use the most current 12-months of data available for answering questions 18-23. Include ALL of your agency's statistics, not just those issued during grant activity.

18 Total number of DWI violations written by your agency.	39
19 Total number of speeding violations written by your agency.	353
20 Total number of HVM violations written by your agency.	898
21 Total number of child safety/booster seat violations written by your agency.	19
22 Total number of safety belt violations written by your agency.	140
23 Total number of sobriety checkpoints hosted.	0

Use the most current three years crash data from the Missouri State Highway Patrol (MSHP) or your internal record management system for questions 24-34.

24 Total number of traffic crashes.	1575
25 Total number of traffic crashes resulting in a fatality.	0
26 Total number of traffic crashes resulting in a serious injury.	26
27 Total number of speed-related traffic crashes.	146
28 Total number of speed-related traffic crashes resulting in a fatality.	0
29 Total number of speed-related traffic crashes resulting in a serious injury.	4
30 Total number of alcohol-related traffic crashes.	36
31 Total number of alcohol-related traffic crashes resulting in a fatality.	0
32 Total number of alcohol-related traffic crashes resulting in a serious injury.	10
33 Total number of unbuckled fatalities.	0
34 Total number of unbuckled serious injuries.	2

Enter your agency's information below.

35 Total number of commissioned law enforcement officers.	49
36 Total number of commissioned patrol and traffic officers.	33

37 Total number of commissioned law enforcement officers available for overtime enforcement.	44
38 Total number of vehicles available for enforcement.	13
39 Total number of radars/lasers.	12
40 Total number of in-car video cameras.	10
41 Total number of PBTs.	11
42 Total number of Breath Instruments.	0

The following information explains the strategies your agency will use to address the traffic crash problem. This information is considered to be the Project Description and should be specific to the crash problem.

43 Identify primary enforcement locations.

During the grant period, the primary enforcement locations will be those with the most traffic crashes and the most traffic volume. The highway with the most traffic crashes is I-170. The county roads with the most traffic crashes are Forest Park Parkway, Hanley Rd., Clayton Rd., and Big Bend Blvd. The city roads with the most crashes are Forsyth, Maryland and S. Brentwood.

44 Enter the number of enforcement periods your agency will conduct each month. 2

45 Enter the months in which enforcement will be conducted.

The enforcement will be conducted during every month of the grant cycle for a total of 12 months. If special circumstances prohibit the ability to conduct an enforcement detail during the month, the detail will be made up the following month, in addition to the regularly scheduled detail, as funding allows.

46 Enter the days of the week in which enforcement will be conducted.

The enforcement will occur during the business week, Monday through Friday. Approximately 84% of all accidents occur during the business week. That is also the peak traffic volume for the City of Clayton.

47 Enter the time of day in which enforcement will be conducted.

A larger window for enforcement is required to target violators during both the peak traffic times and the highest incidence of crash times. The available enforcement window will be between 7:00 AM and 7:00 PM to impact the most hazardous drivers. The patrol commander will select which section of the window to operate to most effectively target violators for each enforcement period.

48 Enter the number of officers assigned during the enforcement period. 1

49 If equipment or supplies are requested to conduct this project, explain below why it is needed and how it will be used.

The City of Clayton is also requesting 2-Aervoe Universal Road Flare 4-Pack with Charging Station. The LED Flares emit a bright light with alternating flash patterns. The flares would be deployed around accident scenes to keep officers, drivers and pedestrians safer. The flares have a longer run time than traditional incendiary flares and are nearly indestructible. The flares are flameless and do not produce perchlorate which is hazardous to breathe and toxic for the environment. The LED flares will be deployed in the vehicles which most frequently work traffic collisions.

The Clayton Police Department is also requesting funding to send an additional police officer to the Law Enforcement Traffic Safety Advisory Council Conference. The Clayton Police Department currently sends one officer to the Law Enforcement Traffic Safety Advisory Council Conference through Clayton Police Department Budgeting. Approval will allow for two officers to attend the training. The Law Enforcement Traffic Safety Advisory Council Conference will provide valuable training to assist in achieving the goals of the MODOT Grants and Missouri Safety Center Mini-Grants. The City of Clayton will match 50% of this item.

PROJECT EVALUATION

The MHTC will administratively evaluate this project. Evaluation will be based, at a minimum, upon the following:

1. Law enforcement compliance with state UCR, Racial Profiling, and STARS reporting requirements (law enforcement contracts only)
2. Timely submission of monthly reimbursement vouchers and appropriate documentation to support reimbursement for expenditures (i.e., personal services, equipment, materials)
3. Timely submission of periodic reports (i.e., monthly, quarterly, semi-annual) as required
4. Timely submission of the Year End Report of activity (due within 30 days after contract completion date)
5. Attaining the Goals set forth in this contract*
6. Accomplishing the Objectives* established to meet the project Goals, such as:
 - Enforcement activities (planned activities compared with actual activities)
 - Programs (number and success of programs held compared to planned programs, evaluations if available)
 - Training (actual vs. anticipated enrollment, student evaluations of the class, student test scores on course examinations, location of classes, class cancellation information)
 - Equipment purchases (timely purchase of equipment utilized to support and enhance the traffic safety effort; documentation of equipment use and frequency of use)
 - Public awareness activities (media releases, promotion events, incentive items or education materials produced or purchased)
 - Other (any other information or material that supports the Objectives)
7. The project will be evaluated by the Traffic and Highway Safety Division through annual crash analysis.

Evaluation results will be used to determine:

- The success of this type of activity in general and this particular project specifically;
- Whether similar activities should be supported in the future; and
- Whether grantee will receive funding for future projects.

*Evaluation and requests to fund future projects will not be based solely on attaining Goals and/or Objectives if satisfactory justification is provided.

The Clayton Police Department will evaluate its goals of the reduction of crashes as well as vehicle versus pedestrian and pedacycle crashes. The data used to evaluate the success of those goals will be the publicly available Missouri State Highway Patrol Crash Statistics and the Clayton Police Department's internal crash statistics.

ADDITIONAL FUNDING SOURCES

Missouri Safety Center Mini Grants for DWI Enforcement, Child Seat, Seatbelt and Occupant Protection Enforcement:
\$500-\$2000 each, throughout the calendar year.

Office of Justice Bulletproof Vest Partnership Program: Contract End Date: 8/31/2017. 2017 Eligible Expenses are: \$ 1,550.00

2017 MoDOT Traffic Safety-Hazardous Moving Violation Grant- \$5989.20

2017 MoDOT Traffic Safety-DWI Grant - \$2994.60

BUDGET

Category	Item	Description	Quantity	Unit Cost	Total	Match	Total Requested
Equipment							
	Other	Aervoe Universal Road Flare 4-Pack Charging Station.	2	\$236.79	\$473.58	\$0.00	\$473.58
					\$473.58	\$0.00	\$473.58
Personnel							
	Overtime and Fringe	Officer Overtime (2 shifts a month, 5 hour shifts)	120	\$54.00	\$6,480.00	\$0.00	\$6,480.00
					\$6,480.00	\$0.00	\$6,480.00
Training							
	Professional Development	LETSAC conference fees/expense	1	\$750.00	\$750.00	\$375.00	\$375.00
					\$750.00	\$375.00	\$375.00
Total Contract					\$7,703.58	\$375.00	\$7,328.58

ATTACHMENTS

<u>Document Type</u>	<u>Description</u>	<u>Original File Name</u>	<u>Date Added</u>
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CITY COUNCIL AUTHORIZATION

On _____, 20__ the Council of _____
_____ held a meeting and discussed the City's participation
in Missouri's Highway Safety Program.

It is agreed by the Council that the City of _____
will participate in Missouri's Highway Safety Program.

It is further agreed by the Council that the Chief of Police will investigate the
financial assistance available under the Missouri Highway Safety Program for
Traffic Enforcement and report back to the Council his/her recommendations.
When funding through the Highway Safety Division is no longer available, the
local government entity agrees to make a dedicated attempt to continue support
for this traffic safety effort.

Council Member

Council Member

Council Member

Council Member

Council Member

Council Member

Council Member

Council Member

Mayor



City Manager
10 N. Bemiston Avenue
Clayton, MO 63105

REQUEST FOR BOARD ACTION

TO: MAYOR SANGER; BOARD OF ALDERMEN
FROM: CRAIG S. OWENS, CITY MANAGER (CSO)
KEVIN R. MURPHY, CHIEF OF POLICE
DATE: MAY 9, 2017
SUBJECT: RESOLUTION – APPROVING SUBMITTAL OF A DRIVING WHILE
INTOXICATED ENFORCEMENT GRANT APPLICATION

Alcohol and other drugs contribute substantially to traffic crashes on Missouri's roads, particularly those resulting in death or serious injury. In the 2012-2014 period, 414,163 traffic crashes occurred in the state. Of those, 0.5% resulted in a fatality and 2.9% involved someone being seriously injured. During the same time period, there were 19,160 traffic crashes where one or more drivers, pedestrians, and/or bicyclists were under the influence of intoxicants and in the opinion of the investigating officer their intoxicated condition was a contributing factor to the crash. In these crashes where drivers, pedestrians or bicyclists were impaired by alcohol or other drugs, 688 people were killed and another 2,448 were seriously injured. It also is important to note that substance-impaired driving is under-reported as a contributing factor in traffic crashes. This under-reporting is due to drivers undergoing injuries sustained from crashes without being tested for blood alcohol content. Also, some forms of drug impairment may not be apparent to officers on the scene. As a result, it is an even greater problem than these statistics would indicate. In addition, 86.0% of substance-impaired drivers killed also failed to wear a safety belt, compounding the problem of substance-impaired driving.

A common misconception is that substance-impaired drivers are primarily injuring and killing themselves. While that is often true, a substantial number of people killed and seriously injured in these crashes were not intoxicated by alcohol or other drugs. Their actions in these incidents probably did not contribute to the cause of the collision. Of the 689 people killed in alcohol and other drug-related traffic crashes, 71.4% were the substance-impaired drivers/pedestrians/bicyclists and 28.6% were another involved party. Of the 2,447 seriously injured, 61.8% were the substance-impaired drivers/pedestrians/bicyclists while 38.2% were other persons in the incidents.

The Clayton Police Department is currently ranked #42 in the State of Missouri for drinking involved crashes for 2013-2015. In the City of Clayton, Drinking Involved Crashes result in an injury to at least one person 27.8% of the time. The City of Clayton is ranked #15 in the State for Disabling Injury in drinking related crashes.

Geographically the City of Clayton has most of its bars and restaurants concentrated in an area the city calls its "Central Business District." The Central Business District is a popular destination for citizens due to its ease of walkability from restaurant to restaurant. The problem of serious physical

injury resulting from drinking involved crashes is amplified by the presence of pedestrians in or near the roadways.

The Clayton Police Department is aggressive in its prevention of drinking involved crashes. The Clayton Police Department made 223 DWI arrests during the same reporting period of 2013-2015. During 2016 (1/2016-12/2016) the Clayton Police Department made 39 arrests.

The Clayton Police Department intends to seek a MoDOT grant to assist the Department in addressing the issue of driving while intoxicated in a multifaceted approach.

1. Participation in the National Impaired Driving Crackdown Campaign.
2. Participation in the quarterly impaired driving enforcement campaigns
3. Develop and implement a high visibility DWI enforcement plan involving saturation patrols and/or sobriety checkpoints, with the specific objective to stop and/or apprehend impaired drivers before they cause a crash and injury(ies)/death(s).

Recommendation: To approve the resolution authorizing submittal of the grant application.

RESOLUTION NO. 17- 11

**SUBMITTAL OF A DRIVING WHILE INTOXICATED ENFORCEMENT
GRANT APPLICATION**

WHEREAS, the City of Clayton Board of Aldermen deems it desirable to engage in a Driving While Intoxicated Enforcement Program

NOW, THEREFORE, BE IT RESOLVED BY THE BOARD OF ALDERMEN OF THE CITY OF CLAYTON, MISSOURI, THAT:

1. A grant application will be prepared and submitted to the Traffic and Highway Safety Division of the Missouri Department of Transportation, MoDOT, for a 2016-2017 Driving While Intoxicated Enforcement Grant.
2. The Board of Aldermen hereby authorizes appropriate officials to sign and execute the necessary documents to submit the grant application, and if the grant is awarded, to sign the project agreement, and subsequent amendments and other necessary documents between the City of Clayton and the Missouri Department of Transportation, Traffic and Highway Safety Division.

Adopted this 9th day of May, 2017.

Mayor

ATTEST:

City Clerk



**Traffic and Highway Safety Division TRAFFIC
ENFORCEMENT APPLICATION October 01,
2017 through September 30, 2018**

(Application due by March 01, 2017)

Traffic and Highway Safety Division
P.O. Box 270
830 MoDOT Drive
Jefferson City, MO 65102
1-800-800-2358 or 573-751-4161

Agency:	Clayton Police Dept.	Agency ORI#:	MO0951400				
Address:	10 South Brentwood	Federal Tax ID#:	43-6000774				
		DUNS #:	12487627				
City:	Clayton	State:	MO	Zip:	63105	County:	St. Louis
Phone:	314-290-8408	Fax:	314-863-0285				
Contact:	Lt. Al Thuet	Email:	athuet@claytonmo.gov				
Jurisdiction:	Urban	Jurisdiction Population:	15,939				
Targeted Population:	Impaired Drivers						

Project activity for which your agency is requesting funding:

DWI Enforcement

Project Title:	DWI Enforcement	Requested Amount:	\$5,874.00
Brief Description:	DWI Enforcement		

Captain Stewart Glenn

Authorizing Official

Authorizing Official Signature

Police Captain

Authorizing Official Title

PROBLEM IDENTIFICATION

Alcohol and other drugs contribute substantially to traffic crashes on Missouri's roads, particularly those resulting in death or serious injury. In the 2012-2014 period, 414,173 traffic crashes occurred in the state. Of those, 0.5% resulted in a fatality and 2.9% involved someone being seriously injured. During the same time period, there were 19,161 traffic crashes where one or more drivers, pedestrians, and/or bicyclists were under the influence of intoxicants and in the opinion of the investigating officer their intoxicated condition was a contributing factor to the crash. In these crashes where drivers, pedestrians or bicyclists were impaired by alcohol or other drugs, 689 people were killed and another 2,447 were seriously injured. It also is important to note that substance-impaired driving is under-reported as a contributing factor in traffic crashes. This under-reporting is due to drivers undergoing injuries sustained from crashes without being tested for blood alcohol content. Also, some forms of drug impairment may not be apparent to officers on the scene. As a result, it is an even greater problem than these statistics would indicate. In addition, 86.1% of substance-impaired drivers killed also failed to wear a safety belt further compounding the problem of substance-impaired driving.

A common misconception is that substance-impaired drivers are primarily injuring and killing themselves. While that is often true, a substantial number of people killed and seriously injured in these crashes were not intoxicated by alcohol or other drugs. Their actions in these incidents probably did not contribute to the cause of the collision. Of the 689 people killed in alcohol and other drug-related traffic crashes, 71.4% were the substance-impaired drivers/pedestrians/bicyclists and 28.6% were some other involved party. Of the 2,447 seriously injured, 61.8% were the substance-impaired drivers/pedestrians/bicyclists while 38.2% were other persons in the incidents.

The Clayton Police Department is currently ranked #42 in the State of Missouri for drinking involved crashes for 2013-2015. In the City of Clayton Drinking Involved Crashes result in an injury to at least one person 27.8% of the time. The City of Clayton is ranked #15 in the State for Disabling Injury in drinking related crashes.

Geographically the City of Clayton has most of its bars and restaurants concentrated in an area the city calls it's "Central Business District". The Central Business District is a popular destination for citizens due to its ease of walkability from restaurant to restaurant. The potential of serious physical injury resulting from drinking involved crashes is amplified by the presence of pedestrians in or near the roadways.

The Clayton Police Department is aggressive in its prevention of drinking involved crashes. The Clayton Police Department made 223 DWI arrests during the same reporting period of 2013-2015. During the last 12 months (1/2016-12/2016) the Clayton Police Department made 39 DWI arrests.

Since the Clayton Police Department's first participation in the MoDOT Traffic Safety Grant involving Impaired Drivers, there has been a reduction of Alcohol/Drug Related Crashes of 7.1%. Even though the number of accidents decreased, the number of those injured due to Alcohol/Drug Involved crashes is up over 200% from the year 2015 to 2016.

GOALS/OBJECTIVES

Goal: To decrease fatalities involving drivers with .08 BAC or greater to:

- 271 by 2013
- 258 by 2014
- 246 by 2015
- 233 by 2016

Performance Measure:

Number of fatalities involving drivers with .08 BAC or greater

Benchmark:

2012 fatalities involving drivers with .08 BAC or greater = 283
(246 in 2013, 204 in 2014)

Objectives:

1. Participate in the National Impaired Driving Crackdown campaign
2. Participate in the quarterly impaired driving enforcement campaigns
3. Develop and implement a high visibility DWI enforcement plan involving saturation patrols and/or sobriety checkpoints

The Clayton Police Department has been determined in its efforts to address alcohol and drug impaired drivers . The goal of the Clayton Police Department is to reduce the amount of alcohol and drug impaired drivers traveling within the City of Clayton. The Clayton Police Department will attempt to reduce the hazards caused by alcohol and impaired drivers by saturation patrol activities. The objective is stop and/or apprehend impaired drivers before they can cause a crash and injury. The measurement will occur by comparing the end of the grant cycles data, 2017-2018, to the previous years, 2016-2017.

The data and statistics for the comparison will be derived from the publicly available Missouri State Highway Patrol Crash Statistics. A secondary source for data and statistics will be the internal statistics the Clayton Police Department collects .

PROJECT DESCRIPTION

Project Description information is captured in the supplemental section.

The Clayton Police Department will attempt to reduce the number of impaired drivers traveling within the City of Clayton. The funds will be used to pay overtime for qualified police officers to conduct saturation patrols. Analysis of the arrest statistics from the period of 2013-2015 indicate most arrests occur Thursday, Friday and Saturday evenings and the early morning hours of Sunday Mornings. The most common times are between 8:00 PM and 4:00 AM. The patrol officers will conduct their patrols during these time frames. The patrol commander will select which portion of the enforcement window to conduct the saturation patrols. The patrol commander may conduct special saturations during select holidays that are popular for impaired driving. This proposal consists of 1 saturation patrol in the month of March, two patrols each month of April through August, and 1 patrol in September. This enforcement window was selected based on the internal report statistics of DWI arrest for the Clayton Police Department during 2013-2015. The window is selected to make the largest impact on impaired drivers. Each patrol will last 5 hours in duration. Any enforcement activity which runs beyond the scheduled 5 hour grant period, will be paid for by the City of Clayton's budget.

The above listed statistics of DWI arrests is in direct correlation with the occurrence of drinking involved crashes during 2013-2015. Most drinking involved crashes occur on Thursday, Friday, Saturday and Sunday between the hours of 9:00 PM and 3:00 AM.

The unit cost is derived of an average overtime rate between qualified police officers and sergeants.

The Clayton Police Department is also requesting a new light bar and light bar controller for one marked police patrol vehicle. The specific light bar requested is a Federal Signals Valor 44" Lightbar. The Federal Signal's Valor bar will replace a 10 year old, Code3 RX2700 light bar. The Department is requesting a Federal Signals SmartSiren Controller, which functions as the controller and activates the light bar.

DWI Defense Attorneys have successfully argued that flash patterns created by the flashing lights of police lightbars can negatively affect the performance of the Horizontal Gaze Nystagmus eye test. Due to this argument, officers are taught during Standardized Field Sobriety Test classes to be mindful of the defense tactic. This presents a choice for the stopping officer that includes placing the suspect's back to the flashing lights, which places the suspect between the officer and his police vehicle. This also forces the officer to have his back to the stopped vehicle and any occupants of that vehicle. The other option for the stopping officer is to disable half of his warning lights on the patrol vehicle. This places the stopped patrol vehicle and stopped suspect in jeopardy of being struck by passing vehicles, by not utilizing the entire lighting output of the vehicle.

Modern Police Lightbars, which include the Federal Signals Valor Bar, have features to prevent such hardships. The lightbar can activate a 'cruise mode' which brightly lights the red and blue lights without flashing them. This will prevent the problems associated with rapid flashing lights and horizontal gaze nystagmus.

In addition the Federal Signals Valor Light bar, when equipped as such, has multi-color LED lights throughout the bar. An advantage of this is the ability to leave the rear bar illuminating red and blue warning lights but place the entire front of the bar with a white flood mode. This will allow the stopping officer better lighting to view the interior of the vehicle for open containers or other indications of intoxicated driving. Removing the suspected intoxicated driver from the vehicle and performing roadside Standardized Field Sobriety Tests presents an additional challenge. Utilizing the front white flood light mode of the light bar, the stopping officer will negate the effects of rapid flashing lights on a Horizontal Gaze Nystagmus Test. The lighting will also brightly illuminate the scene in which the tests are performed. This allows the officer to keep his flashlight holstered and have both hands available in the case of a violent suspect. The additional lighting will allow the officer to see the performance of the test better without having to be consistently manipulating a flashlight. A brightly lit scene will also enhance the ability of the patrol car's dashboard video camera in capturing evidence of the intoxicated driver's performance in what would otherwise be a low-light and difficult scene to record.

The Federal SmartSiren is the lightbar and siren controller recommended by Federal Signal to complete the above tasks. The department's current 15 year old, Code3 RLS system would not be able to perform the above described actions.

The vehicle equipped with this equipment would be the primary vehicle used in the DWI Saturation Patrols for this Grant, as well as the Hazardous Moving Violations grant the City of Clayton is also applying for.

SUPPLEMENTAL INFORMATION

<u>Question</u>	<u>Answer</u>
You must answer the following questions.	
1 Does your agency have and enforce an internal safety belt policy for all personnel?	Yes
2 Does your agency have and enforce a policy restricting cell phone use while driving?	Yes
3 Does your agency report racial profiling data annually?	Yes
4 Does your agency report to STARS?	Yes
5 Does your agency report UCR information annually?	Yes
6 Please explain any NO answer(s) to questions 1-5:	
7 Have any of your officers/personnel been debarred and are therefore not eligible to receive federal funds for reimbursement of salary, fringe benefits, or overtime?	No
8 Does your agency have adequate manpower to fully expend the funds requested in this application?	Yes
9 If NO, please explain.	
10 Have any significant changes occurred with your agency within the last year that would affect performance, including personnel or system changes?	No
11 If YES, please explain.	
12 Are you aware of any fraud, waste or abuse on grant projects in your office/agency within the last 5 years?	No
13 If YES, please explain.	
14 If your agency received Highway Safety grant funding in the last three (3) fiscal years and there were unexpended balances, please explain why.	
FY2016 Grant Cycle. Approximately \$662 was left unspent. This was the first year the Clayton Police Department participated in the MoDOT Traffic Safety Grant program. The Clayton Finance Department had to develop a protocol for getting the officers paid in a timely manner. This hindered the allocation of officers the first couple months. A lot was learned regarding scheduling and execution of the grant plan. FY2017 has been more efficient in the execution of the grant plan.	
15 Did your political entity receive more than 80% of its annual gross revenues in Federal Awards in your preceding fiscal year?	No
16 Did your political entity receive \$25,000,000 or more in Federal Awards in your preceding fiscal year?	No

17 If you answered NO to either question 15 and 16, DO NOT answer this question. If you answered YES to both question 15 and 16, and the public does not have access to this information, list the names and compensation amounts of the five most highly compensated employees in your business or organization (the legal entity to which the DUNS number it provided belongs).

Please use the most current 12-months of data available for answering questions 18-23. Include ALL of your agency's statistics, not just those issued during grant activity.

18 Total number of DWI violations written by your agency.	39
19 Total number of speeding violations written by your agency.	353
20 Total number of HVM violations written by your agency.	898
21 Total number of child safety/booster seat violations written by your agency.	19
22 Total number of safety belt violations written by your agency.	140
23 Total number of sobriety checkpoints hosted.	0

Use the most current three years crash data from the Missouri State Highway Patrol (MSHP) or your internal record management system for questions 24-34.

24 Total number of traffic crashes.	1575
25 Total number of traffic crashes resulting in a fatality.	0
26 Total number of traffic crashes resulting in a serious injury.	26
27 Total number of speed-related traffic crashes.	146
28 Total number of speed-related traffic crashes resulting in a fatality.	0
29 Total number of speed-related traffic crashes resulting in a serious injury.	4
30 Total number of alcohol-related traffic crashes.	36
31 Total number of alcohol-related traffic crashes resulting in a fatality.	0
32 Total number of alcohol-related traffic crashes resulting in a serious injury.	10
33 Total number of unbuckled fatalities.	0
34 Total number of unbuckled serious injuries.	2

Enter your agency's information below.

35 Total number of commissioned law enforcement officers.	49
36 Total number of commissioned patrol and traffic officers.	33

37 Total number of commissioned law enforcement officers available for overtime enforcement.	44
38 Total number of vehicles available for enforcement.	13
39 Total number of radars/lasers.	12
40 Total number of in-car video cameras.	10
41 Total number of PBTs.	11
42 Total number of Breath Instruments.	0

The following information explains the strategies your agency will use to address the traffic crash problem. This information is considered to be the Project Description and should be specific to the crash problem.

43 Identify primary enforcement locations.

The primary enforcement locations will consist of the main arterial roadways which pass through the City of Clayton. These roadways include county roads Hanley Rd., Clayton Rd., and Big Bend Rd. Secondary enforcement will consist of city streets near the Central Business District. Those streets consist of Forsyth, Bemiston, Central, Meramec, Maryland and Brentwood.

44 Enter the number of enforcement periods your agency will conduct each month. 2

45 Enter the months in which enforcement will be conducted.

The enforcement period is based on the Clayton Police Department's internal statistics of DWI arrests and crashes. The months which will make the most impact on impaired drivers are March through September. The months of March and September have fewer alcohol related incidents and will have only one saturation patrol.

If special circumstances occur in which a detail is unable to be completed in a selected month, the detail will be made up in the following month as the patrol commander authorizes.

46 Enter the days of the week in which enforcement will be conducted.

The days of the week for the enforcement period will consist of Thursday, Friday, Saturday and Sundays.

The occurrence of popular alcohol related holidays may change the patrol date to be the holiday.

47 Enter the time of day in which enforcement will be conducted.

The time of the enforcement period will consist of 8:00PM to 4:00 AM. The patrol commander will select a time frame within this window to conduct the 5 hours saturation patrol.

48 Enter the number of officers assigned during the enforcement period. 1

49 If equipment or supplies are requested to conduct this project, explain below why it is needed and how it will be used.

The Clayton Police Department is also requesting a new light bar and light bar controller for one marked police patrol vehicle. The specific light bar requested is a Federal Signals Valor 44" Lightbar. The Federal Signals Valor bar will replace a 10 year old, Code3 RX2700 light bar. The Department is requesting a Federal Signals SmartSiren Controller, which functions as the controller and activates the light bar.

DWI Defense Attorneys have successfully argued that flash patterns created by the flashing lights of police lightbars can negatively affect the performance of the Horizontal Gaze Nystagmus eye test. Due to this argument, officers are taught during Standardized Field Sobriety Test classes to be mindful of the defense tactic. This presents a choice for the stopping officer that includes placing the suspect's back to the flashing lights, which places the suspect between the officer and his police vehicle. This also forces the officer to have his back to the stopped vehicle and any occupants of that vehicle. The other option for the stopping officer is to disable half of his warning lights on the patrol vehicle. This places the stopped patrol vehicle and stopped suspect in jeopardy of being struck by passing vehicles, by not utilizing the entire lighting output of the vehicle.

Modern Police Lightbars, which include the Federal Sign Valor Bar, have features to prevent such hardships. The lightbar can activate a 'cruise mode' which brightly lights the red and blue lights without flashing them. This will prevent the problems associated with rapid flashing lights and horizontal gaze nystagmus.

In addition the Federal Valor Light bar, when equipped as such, has multi-color LED lights throughout the bar. An advantage of this is the ability to leave the rear bar illuminating red and blue warning lights but place the enter front of the bar with a white flood mode. This will allow the stopping officer better lighting to view the interior of the vehicle for open containers or other indications of intoxicated driving. Removing the suspected intoxicated driver from the vehicle and performing roadside Standardized Field Sobriety Tests presents an additional challenge. Utilizing the front white flood light mode of the light bar, the stopping officer will negate the effects of rapid flashing lights on a Horizontal Gaze Nystagmus Test. The lighting will also brightly illuminate the scene in which the tests are performed. This allows the officer to keep his flashlight holstered and have both hands available in the case of a violent suspect. The additional lighting will allow the officer to see the performance of the test better without having to be consistently manipulating a flashlight. A brightly lit scene will also enhance the ability of the patrol car's dashboard video camera in capturing evidence of the intoxicated driver's performance in what would otherwise be a low-light and difficult scene to record.

The Federal SmartSiren is the lightbar and siren controller recommended by Federal Signal to complete the above tasks. The department's current 15 year old, Code3 RLS system would not be able to perform the above described actions.

The vehicle the equipment will be placed on will be the primary vehicle utilized for DWI Saturation Patrols as well as the MoDOT Hazardous Moving Violations Grant the City of Clayton has also applied.

The City of Clayton will pay for the installation costs of the light bar.

PROJECT EVALUATION

The MHTC will administratively evaluate this project. Evaluation will be based, at a minimum, upon the following:

1. Law enforcement compliance with state UCR, Racial Profiling, and STARS reporting requirements (law enforcement contracts only)
2. Timely submission of monthly reimbursement vouchers and appropriate documentation to support reimbursement for expenditures (i.e., personal services, equipment, materials)
3. Timely submission of periodic reports (i.e., monthly, quarterly, semi-annual) as required
4. Timely submission of the Year End Report of activity (due within 30 days after contract completion date)
5. Attaining the Goals set forth in this contract*
6. Accomplishing the Objectives* established to meet the project Goals, such as:
 - Enforcement activities (planned activities compared with actual activities)
 - Programs (number and success of programs held compared to planned programs, evaluations if available)
 - Training (actual vs. anticipated enrollment, student evaluations of the class, student test scores on course examinations, location of classes, class cancellation information)
 - Equipment purchases (timely purchase of equipment utilized to support and enhance the traffic safety effort ; documentation of equipment use and frequency of use)
 - Public awareness activities (media releases, promotion events, incentive items or education materials produced or purchased)
 - Other (any other information or material that supports the Objectives)
7. The project will be evaluated by the Traffic and Highway Safety Division through annual crash analysis .

Evaluation results will be used to determine:

- The success of this type of activity in general and this particular project specifically ;
- Whether similar activities should be supported in the future; and
- Whether grantee will receive funding for future projects.

*Evaluation and requests to fund future projects will not be based solely on attaining Goals and/or Objectives if satisfactory justification is provided.

The Clayton Police Department will evaluate its goals of the reduction of impaired drivers. The department will attempt to obtain a reduction of drinking involved crashes within the City of Clayton. The data used to evaluate the success of those goals will be the publicly available Missouri State Highway Patrol Crash Statistics and the Clayton Police Department's internal crash statistics.

ADDITIONAL FUNDING SOURCES

Missouri Safety Center Mini Grants for DWI Enforcement, Child Seat, Seatbelt and Occupant Protection Enforcement:
\$500-\$2000 each, throughout the calendar year.

Office of Justice Bulletproof Vest Partnership Program: Contract End Date: 8/31/2017. 2017 Eligible Expenses are: \$ 1,550.00

2017 MoDOT Traffic Safety-Hazardous Moving Violation Grant- \$5989.20

2017 MoDOT Traffic Safety-DWI Grant - \$2994.60

BUDGET

Category	Item	Description	Quantity	Unit Cost	Total	Match	Total Requested
Equipment							
	Light Bar	Federal Signals Valor Lightbar (FSVALR44-0029) , tri-color with front flood and steady cruise mode.	1	\$1,885.00	\$1,885.00	\$0.00	\$1,885.00
	Light Bar	Federal Signals SmartSiren, Siren/Lightbar Controller.	1	\$749.00	\$749.00	\$0.00	\$749.00
	Other	Professional Install of the Federal Signals Valor Lightbar and Siren Controller	1	\$150.00	\$150.00	\$150.00	\$0.00
					\$2,784.00	\$150.00	\$2,634.00
Personnel							
	Overtime and Fringe	Officer Overtime (12 Shifts -5/hr Shift)	60	\$54.00	\$3,240.00	\$0.00	\$3,240.00
					\$3,240.00	\$0.00	\$3,240.00
Total Contract					\$6,024.00	\$150.00	\$5,874.00

ATTACHMENTS

<u>Document Type</u>	<u>Description</u>	<u>Original File Name</u>	<u>Date Added</u>
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CITY COUNCIL AUTHORIZATION

On _____, 20__ the Council of _____
_____ held a meeting and discussed the City's participation
in Missouri's Highway Safety Program.

It is agreed by the Council that the City of _____
will participate in Missouri's Highway Safety Program.

It is further agreed by the Council that the Chief of Police will investigate the
financial assistance available under the Missouri Highway Safety Program for
Traffic Enforcement and report back to the Council his/her recommendations.
When funding through the Highway Safety Division is no longer available, the
local government entity agrees to make a dedicated attempt to continue support
for this traffic safety effort.

Council Member

Council Member

Council Member

Council Member

Council Member

Council Member

Council Member

Council Member

Mayor



City Manager
10 N. Bemiston Avenue
Clayton, MO 63105

BOARD UPDATE

TO: MAYOR SANGER; BOARD OF ALDERMEN
FROM: CRAIG S. OWENS, CITY MANAGER (CSO)
GARY CARTER, DIRECTOR OF ECONOMIC DEVELOPMENT
DATE: MAY 9, 2017
SUBJECT: PRESENTATION OF FY2018 EVENT PLAN

Staff will present the attached slides outlining the proposed event plan for next fiscal year.

Clayton Special Events FY2018

Presentation to the Mayor and Board of Aldermen
May 9, 2017

FY2017 Event Overview

- Halloween at City Hall
 - Increased attendance from 2016
 - Free lunch, games, DJ, costume contest
- Small Business Saturday
 - Businesses saw increase in traffic and sales
 - Carriage rides, children's activity, pictures with reindeer/Santa, gift basket giveaways
- Crawl for a Cause
 - Decrease in attendance from 2016
 - 7 restaurants participated to benefit Stray Rescue, Ronald McDonald House and St. Louis Area Foodbank
- Women Business Leaders
 - More invitations sent; lower attendance
 - Hosted at Whitebox Eatery
 - Music & giveaways
- Cardinals Home Opener Lunch
 - Increased attendance from 2016
 - Free lunch, DJ, giveaways, photo booth, appearance by Fredbird and former player
- Music in the City
 - New event – enhancement to Happy Hour
 - 10 restaurants participating with different music every Friday
- Battle of the Badges BBQ
 - New event (replace Summer Kickoff)
 - BBQ Competition between area Fire and Police departments
 - Band: Whiskey Morning
 - Ticket sales benefit Backstoppers & Responder Rescue
- Music & Wine Festival
 - Bands: Gaslight Squares, Sarah Jane and the Blue Notes, Miss Jubilee and the Humdingers
 - Entertainment including Champagne Diva, Wine Bottle Juggler and Painting Exhibit
 - Wine/Beer served by local vendors
- Craft on Tap
 - Location change due to competing with restaurants – 40 S. Central lot
 - Increase in beer vendors
- Dinner Under the Stars
 - New event – upscale dinner at Hanley House
 - Dinner catered by local restaurants

FY18 Event Calendar

- October 2017
 - 13th Party In the Patch
 - 21st Haunted High Tea
 - TBD Blues Home Opener Lunch
- November 2017
 - 5th Special Olympics Half Marathon
 - 15th CCF Speaker Series
 - 25th Shop Clayton
- December 2017
 - 2nd , 9th , 16th Holiday Tours at the Hanley House
 - 8th Snowman Skate

FY18 Event Calendar

- January 2018
 - TBD Clayton Restaurant Week
 - TBD Firehouse Movie Night
 - 17th CCF Speaker Series
- February 2018
 - 12th Cupid's Ball
 - TBD Firehouse Movie Night
- March 2018
 - 11th – 17th Washington University Spring Break
 - 21st CCF Speaker Series
 - 23rd – 30th Clayton School District Spring Break
 - 24th Bunny Hop
 - 28th Women Business Leaders
 - TBD Firehouse Movie Night

FY18 Event Calendar

- April 2018
 - TBD Cardinals Home Opener Lunch
 - 21st Hanley House Herb Sale
- May 2018
 - 4th, 11th, 18th, 25th Music in the City
 - 9th Parties in the Park
 - 12th Battle of the Badges BBQ
 - 16th CCF Speaker Series
 - 18th Washington University Commencement
- June 2018
 - 3rd Picnic in the Park
 - 9th Clayton Music & Wine Festival
 - 13th Parties in the Park
 - 24th Musical Nights at Oak Knoll

FY18 Event Calendar

- July 2018
 - 4th Aquatic Center Celebration
 - 11th Parties in the Park
 - 18th CCF Speaker Series
 - 22nd Musical Nights at Oak Knoll
 - TBD Clayton Restaurant Week
- August 2018
 - 8th Parties in the Park
 - 19th Craft on Tap
 - 26th Musical Nights at Oak Knoll
- September 2018
 - 7th – 9th Saint Louis Art Fair
 - 12th Parties in the Park
 - 18th Dinner Under the Stars
 - 19th CCF Speaker Series
 - 23rd Musical Nights at Oak Knoll
 - 29th Harvest Moon Festival

Event Goals

- Retail & Restaurant Sales
- Pedestrian Traffic & Good Attendance
- Brand Building & Place Making
- Engaged Event Participants (*having fun*)
- Benefits Special Business District

Blues Home Opener Lunch

New Event

- Event Description
 - Celebration of St. Louis Blues Home Opener
 - Free lunch, music, giveaways, special appearances by Louis and former player, photo booth
- Location
 - Clayton Fire Department
- Date/Time
 - TBD
 - 11:30am – 1:30pm
- Total Budget
 - \$7,100
- Event Goals
 - Pedestrian Traffic & Good Attendance (350+)
 - Brand Building & Place Making
 - Engaged Event Participants (having fun)

Halloween at City Hall

- Event Description
 - Halloween fun
 - Free lunch, games, DJ, costume contest
- Location
 - Clayton Fire Department
- Date/Time
 - October 27th
 - 11:30am – 1:30pm
- Total Budget
 - \$3,310
- Event Goals
 - Pedestrian Traffic & Good Attendance (350+)
 - Brand Building & Place Making
 - Engaged Event Participants (having fun)

Shop Clayton

- Event Description
 - Small Business Saturday promotion for local retailers during the holiday season with fun activities for attendees to enjoy
 - Carriage rides, children's activities, gift basket giveaways, photos with reindeer
- Location
 - Maryland, Carondelet, Clayton, DeMun
- Date/Time
 - November 25th
 - 11am – 3pm
- Total Budget
 - \$11,500
- Event Goals
 - Retail & Restaurant Sales
 - Pedestrian Traffic & Good Attendance (500+)
 - Brand Building & Place Making
 - Engaged Event Participants
 - Benefits Special Business District

Women Business Leaders

- Event Description
 - Women Business Leader recognition including hor d'oeuvres and drinks
- Location
 - TBD
- Date/Time
 - March 28th
 - 5:30 - 7pm
- Total Budget
 - \$2,650
- Event Goals
 - Brand Building & Place Making
 - Engaged Event Participants
 - Pedestrian Traffic & Good Attendance (100+)
 - **Did NOT meet in 2017; only 19 non-City affiliated people attended**

Cardinals Home Opener Lunch

- Event Description
 - Celebration of St. Louis Cardinals Home Opener
 - Free lunch, music, giveaways, special appearances by Fredbird and former player, photobooth
- Location
 - Clayton Fire Department
- Date/Time
 - TBD
 - 11:30am – 1:30pm
- Total Budget
 - \$7,100
- Event Goals
 - Pedestrian Traffic & Good Attendance (350+)
 - Brand Building & Place Making
 - Engaged Event Participants (having fun)

Music in the City

New Event

- Event Description
 - Local music to enhance existing happy hours at local restaurants
- Location
 - Local restaurants
- Date/Time
 - May 4th, 11th, 18th, 25th
 - 4:30pm – 6:30pm
- Total Budget
 - \$17,000
- Event Goals
 - Retail & Restaurant Sales
 - Pedestrian Traffic & Good Attendance (500+)
 - Brand Building & Place Making
 - Engaged Event Participants
 - Benefits Special Business District

Battle of the Badges BBQ

New Event

- Event Description
 - BBQ competition between local police and fire departments
 - Fundraiser for Backstoppers & Responder Rescue
 - Food, music, giveaways, games
- Location
 - 40 S. Central parking lot
- Date/Time
 - May 12th
 - 5pm – 9pm
- Total Budget
 - \$29,904
- Event Goals
 - Pedestrian Traffic & Good Attendance (500+)
 - Brand Building & Place Making
 - Engaged Event Participants (having fun)

Music & Wine Festival

- Event Description
 - Elegant evening including live music, wine, activities and in-store specials
 - Food sold by restaurants in Carondelet Plaza
- Location
 - Carondelet Plaza
- Date/Time
 - June 9th
 - 5pm – 10pm
- Total Budget
 - \$52,484
- Event Goals
 - Retail & Restaurant Sales
 - Pedestrian Traffic & Good Attendance (1500+)
 - Brand Building & Place Making
 - Engaged Event Participants

Craft on Tap

- Event Description
 - Craft beer experience for enthusiasts with music, food and games
- Location
 - 40 S. Central parking lot
- Date/Time
 - August 19th
 - 1pm – 5pm
- Total Budget
 - \$27,505
- Event Goals
 - Pedestrian Traffic & Good Attendance (500+)
 - Brand Building & Place Making
 - Engaged Event Participants (having fun)

Dinner Under the Stars

New Event

- Event Description
 - Upscale dinner for engaged participants
- Location
 - Hanley House
- Date/Time
 - September 15th
 - 5:30 – 8pm
- Total Budget
 - \$20,000
- Event Goals
 - Restaurant & Retail Sales
 - Pedestrian Traffic & Good Attendance (100+)
 - Brand Building & Place Making
 - Engaged Event Participants (having fun)

Discontinued Events

- Crawl for a Cause
 - Event Goals (Only met 1/5)
 - Engaged Event Participants
 - Budget
 - \$11,914

Event Budget

Event	FY17 Budget	FY18 Proposed	Difference
Art Fair (sponsorship)	\$15,000	\$15,000	N/A
Art Fair (staff)	\$35,992	\$41,781	+\$9,008
Art Fair (meals)	N/A	\$2,627	+\$2,627
Blues Home Opener Lunch	N/A	\$7,100	+\$7,100
Halloween at City Hall	\$3,410	\$3,310	-\$100
Shop Clayton	\$12,320	\$11,500	-\$820
Restaurant Week (2 events)	\$12,000	\$12,000	N/A
Parties in the Park (staff)	\$8,700	\$8,415	-\$285
Parties in the Park (sponsorship)	\$5,000	\$5,000	N/A
Women Business Leaders	\$3,500	\$2,650	-\$850
Cardinals Home Opener Lunch	\$7,260	\$7,100	-\$160
Crawl for a Cause	\$11,914	N/A	-\$11,914
Battle of the Badges BBQ (name change)	\$21,130	\$29,904	+\$8,774
Music & Wine Festival	\$52,515	\$52,484	-\$31
Craft on Tap	\$24,895	\$27,505	+\$2,610
Music in the City	\$20,460	\$17,000	-\$3,460
Dinner Under the Stars	\$20,000	\$20,000	N/A
Miscellaneous Events	\$6,477	\$5,231	-\$1,246
Equipment Replacement	\$3,073	\$3,134	+\$61
Total	\$263,646	\$271,741	+\$8,095

FY18 Event Budget Planning

\$271,741 Total event expenses; includes staff OT

\$34,875 Total event revenue; includes sponsorship
and ticket sales

FY17 TOTAL EXPENSES \$263,646

FY18 TOTAL EXPENSES \$271,741 (difference of \$8,095)

FY17 TOTAL REVENUE \$37,450

FY18 TOTAL REVENUE \$34,785 (difference of -\$2,665)

FY16-17 Event Scorecard

Event	Retail & Restaurant Sales	Pedestrian Traffic & Good Attendance	Brand Building & Place Making	Engaged Event Participants	Benefits Special Business District	Merchant Satisfaction	Cost Per Attendee	Estimated Attendance
2016								
Summer Kickoff	N	N	N	Y	N	N	\$165.25	100
Clayton Restaurant Week – Summer	Y	Y	Y	Y	Y	Y	\$0.46	13,070
Craft on Tap	Y	Y	Y	Y	Y	Y	\$20.47	350
2017								
Halloween at City Hall	N	Y	Y	Y	N	N	\$11.60	250
Shop Clayton	Y	Y	Y	Y	Y	Y	\$20.92	500
Crawl for a Cause	Y	N	N	N	Y	N	\$222.70	40
Clayton Restaurant Week – Winter	Y	Y	Y	Y	Y	Y	\$0.36	17,327
Women Business Leaders	N	N	N	Y	N	N	\$124.84	19
Cardinals Home Opener Lunch	N	Y	Y	Y	N	N	\$13.15	500

Special Events FY18

• • •

QUESTIONS?



Clayton Police Department Strategic Plan Update

May 9, 2017



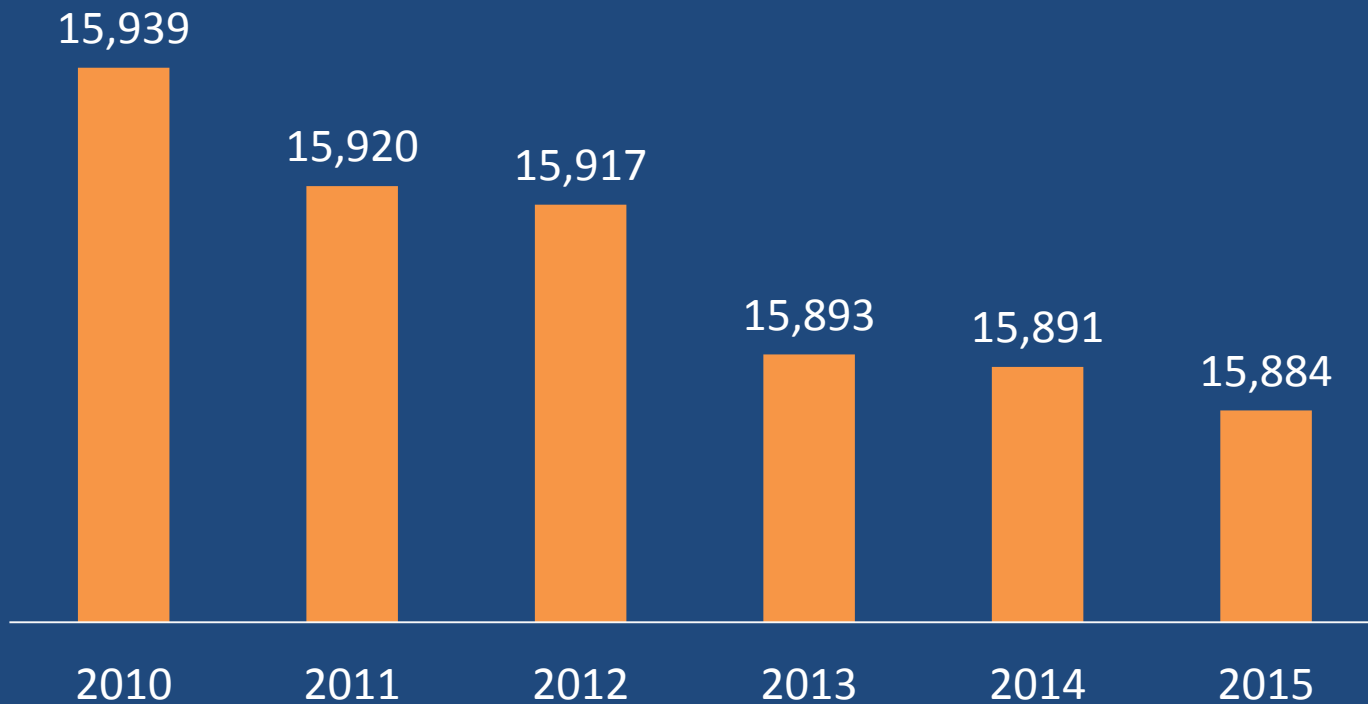
Three Questions

1. What do we know to be true today – where are we?
2. Where do we want to go – what's our vision?
3. How do we get there?



Community Characteristics

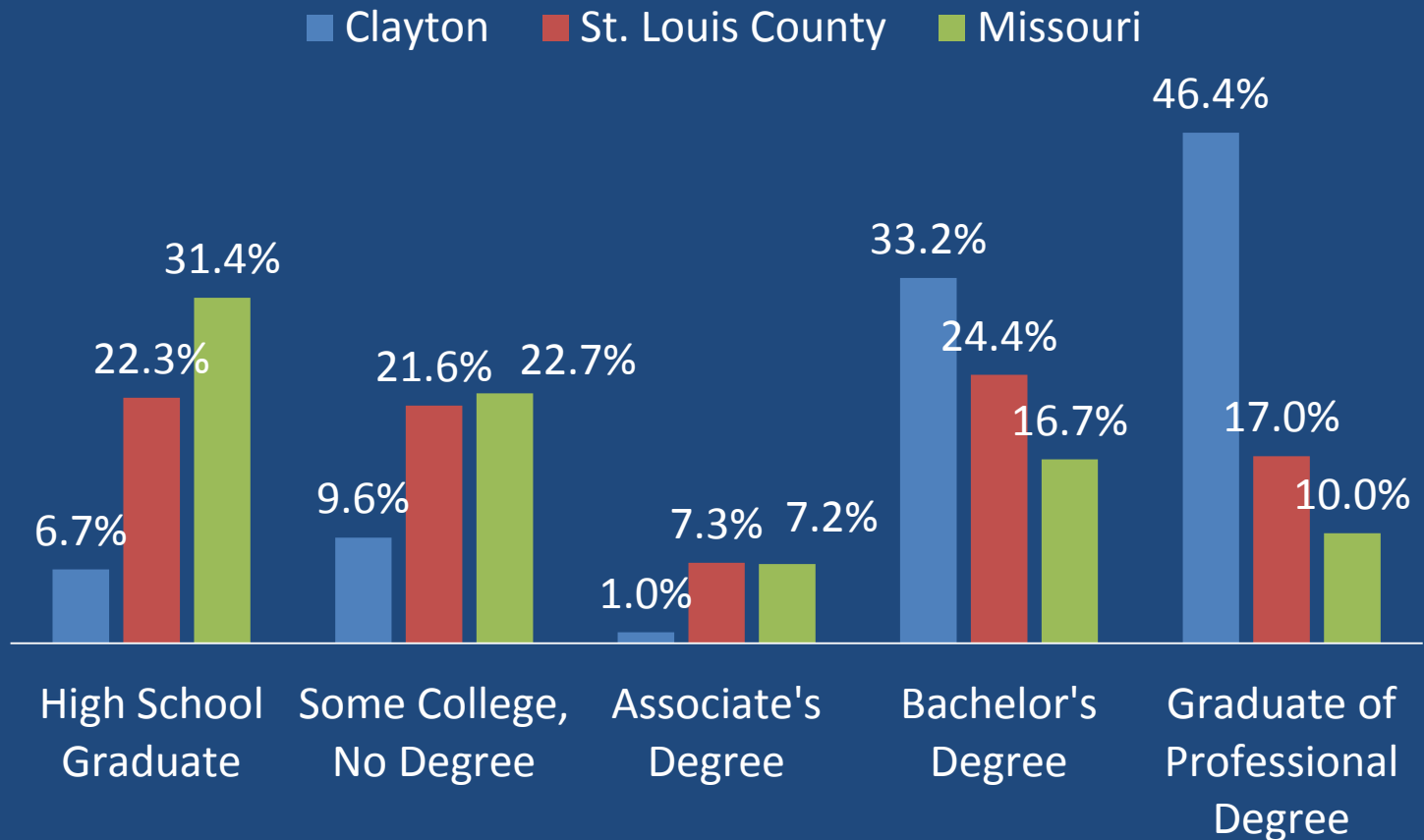
Population





Community Characteristics

Level of Education

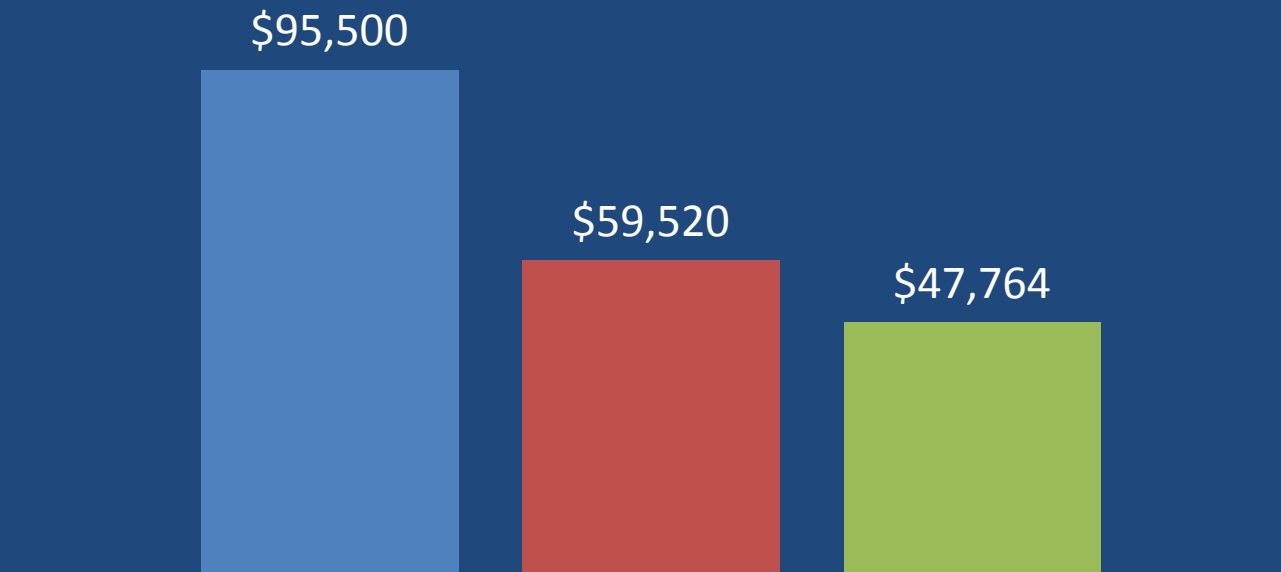




Community Characteristics

Median Household Income, 2014 ACS

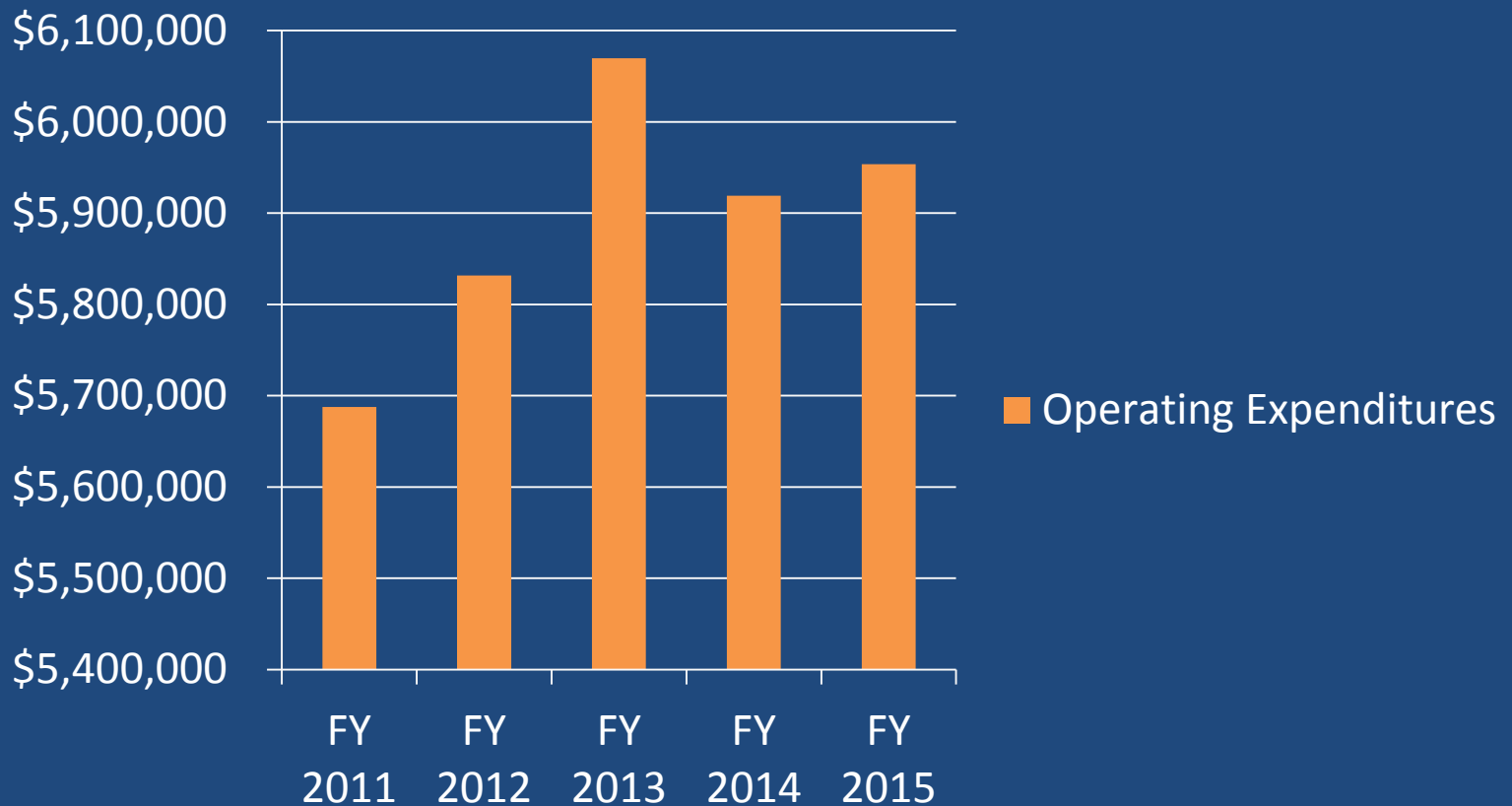
■ Clayton ■ St. Louis County ■ Missouri





Department Characteristics

Operating Expenditures

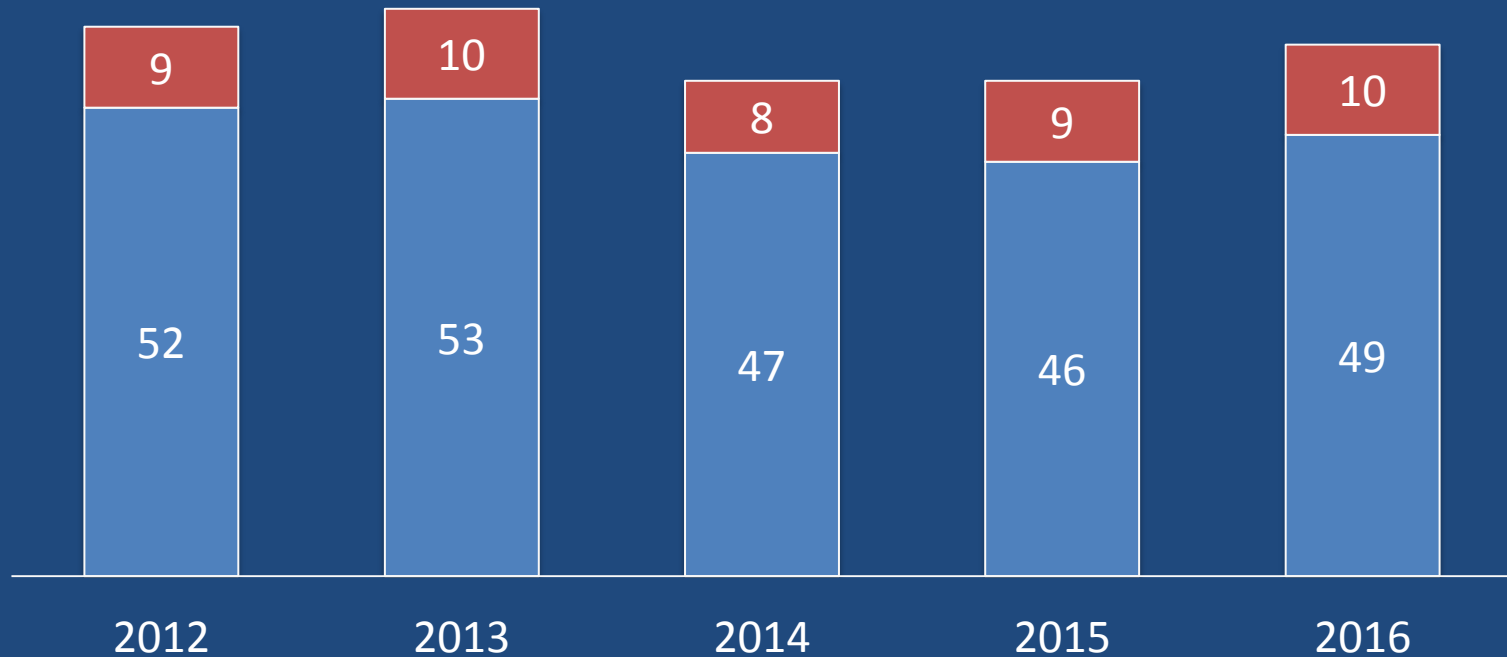




Department Characteristics

Full-Time Employees

■ Commissioned ■ Civilian

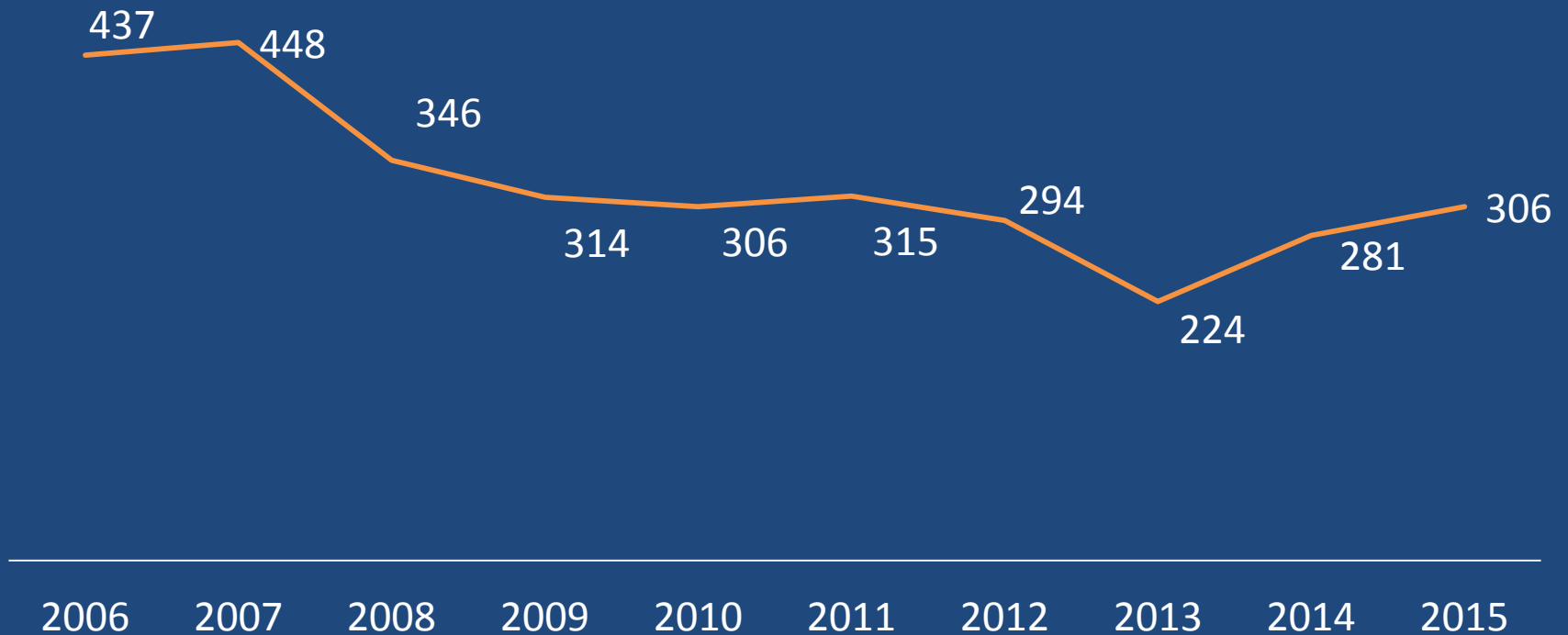




Crime & Call for Service Trends

Declining Part I Crimes

— Part I Crimes

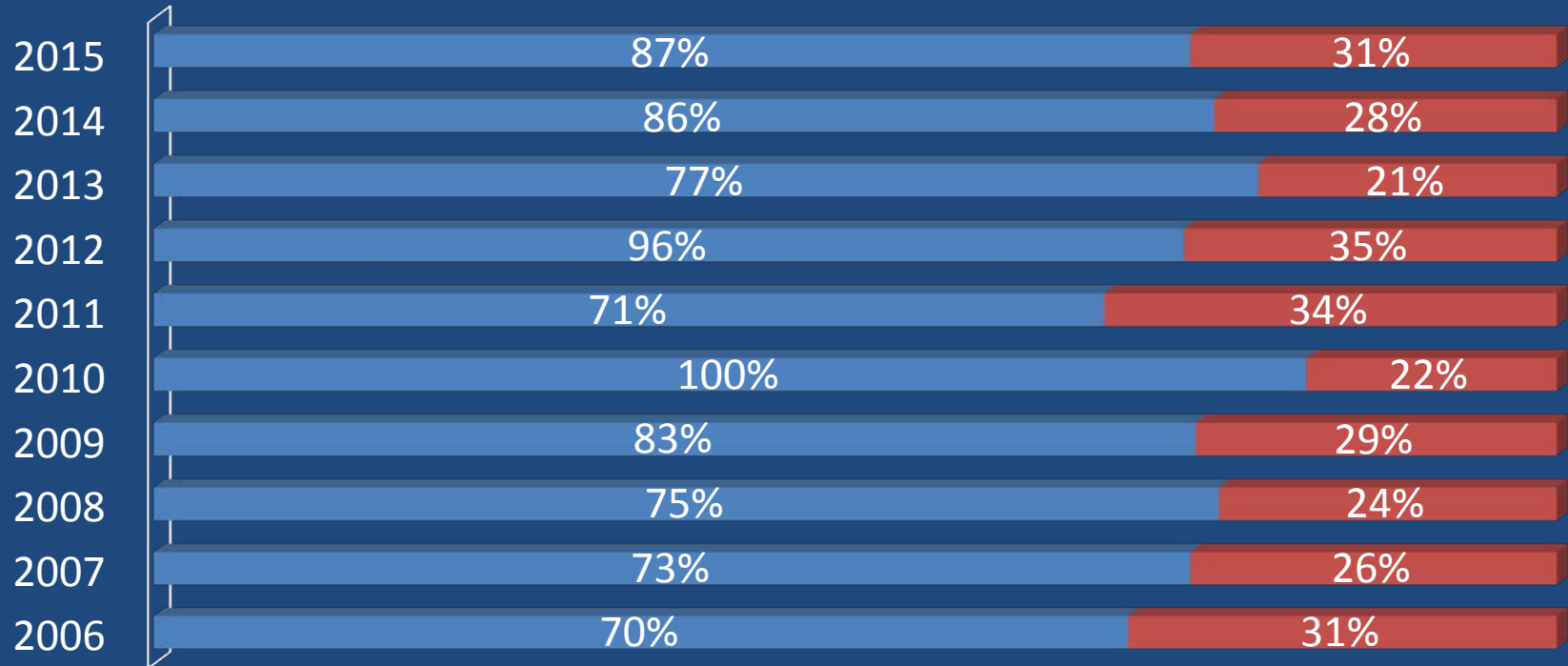




Crime & Call for Service Trends

Part I Crime Clearance Rates

■ Violent Crime ■ Property Crime

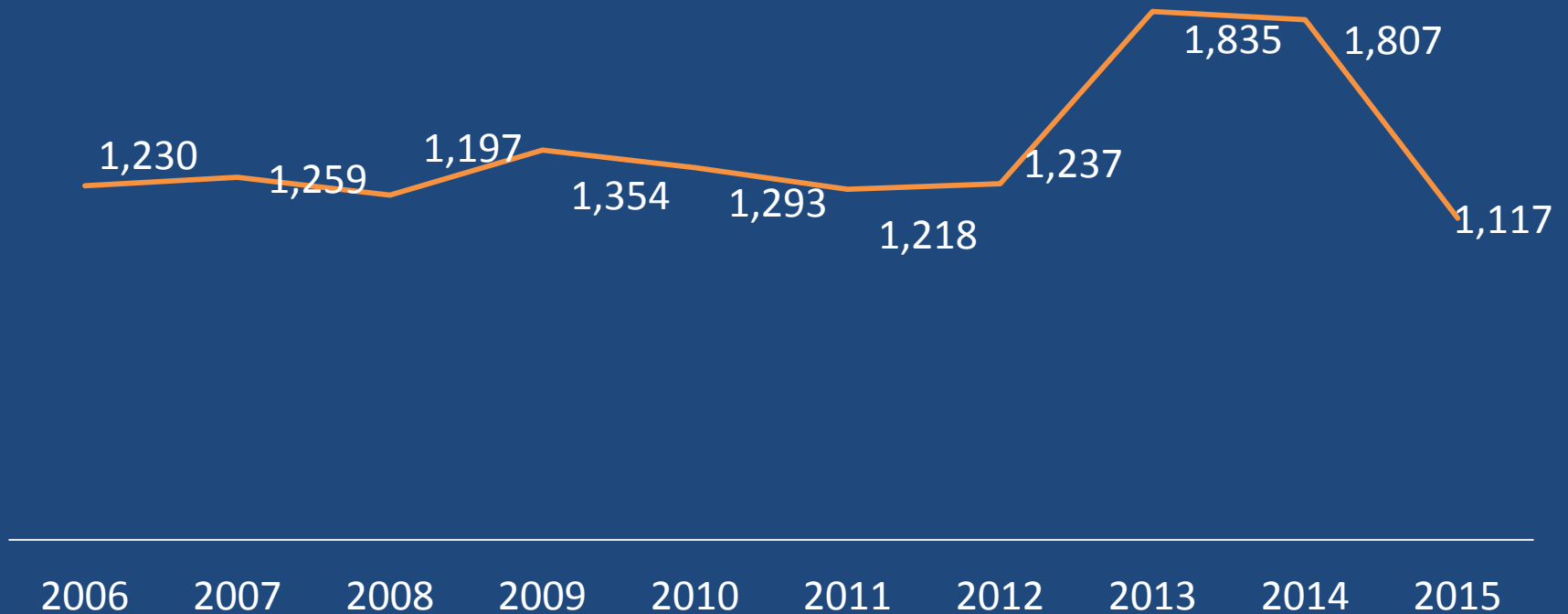




Crime & Call for Service Trends

Declining Part II Crimes

— Part II Crimes

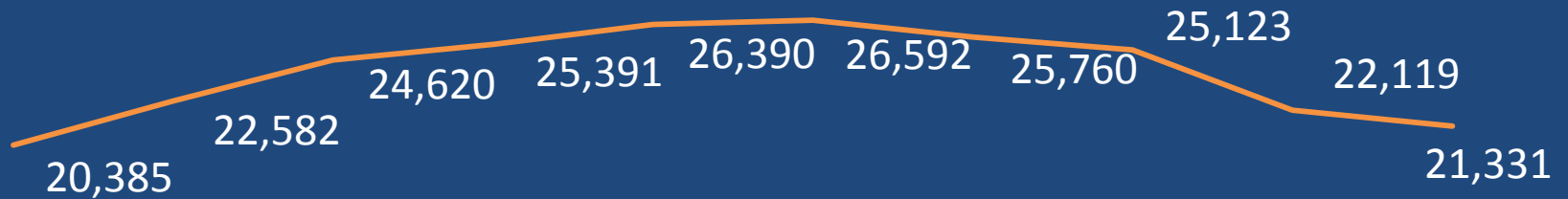




Crime & Call for Service Trends

Declining Calls for Service

— Calls for Service



2006 2007 2008 2009 2010 2011 2012 2013 2014 2015



Stakeholder Input

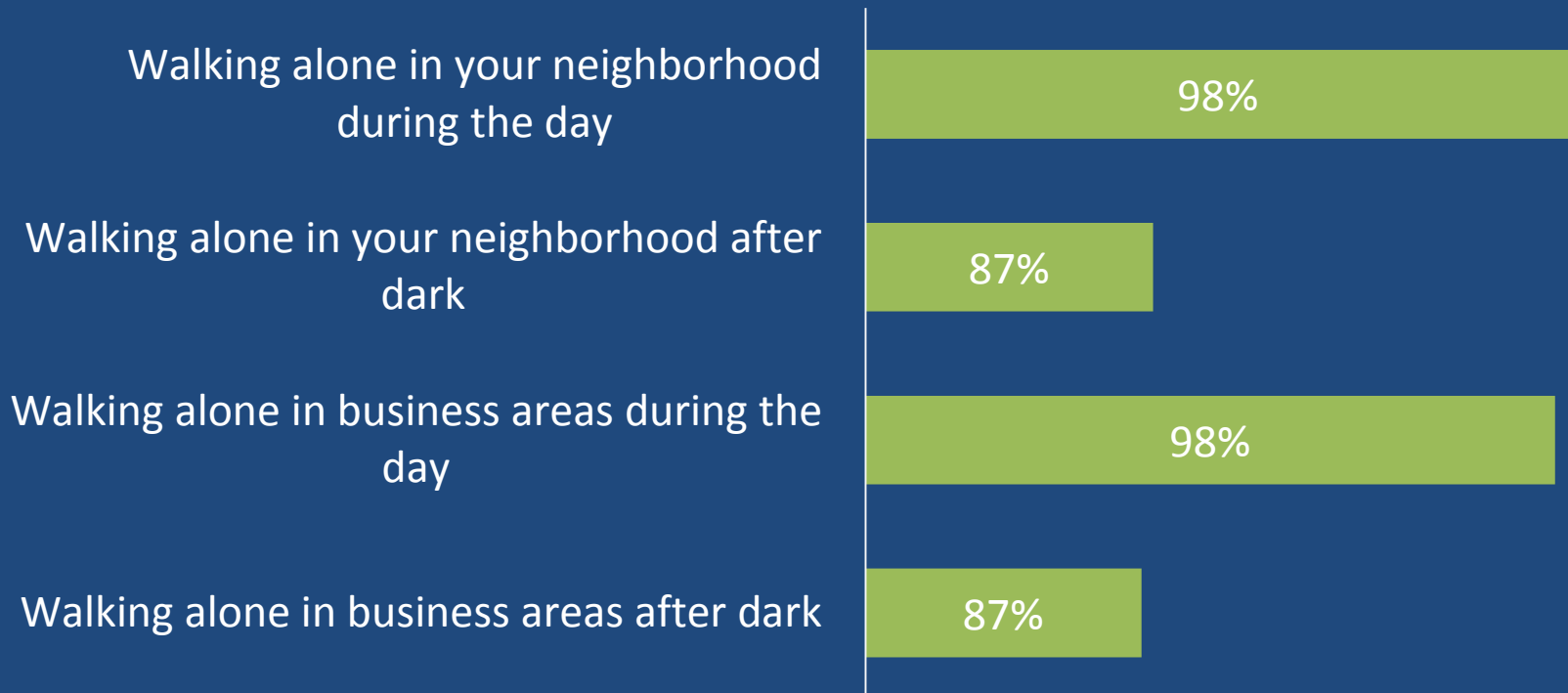
1. City's efforts to prevent crime
2. Visibility of police in neighborhoods and retail areas
3. Treatment of all citizens



Stakeholder Input

How safe do you feel? (Citizen Satisfaction Survey, 2015)

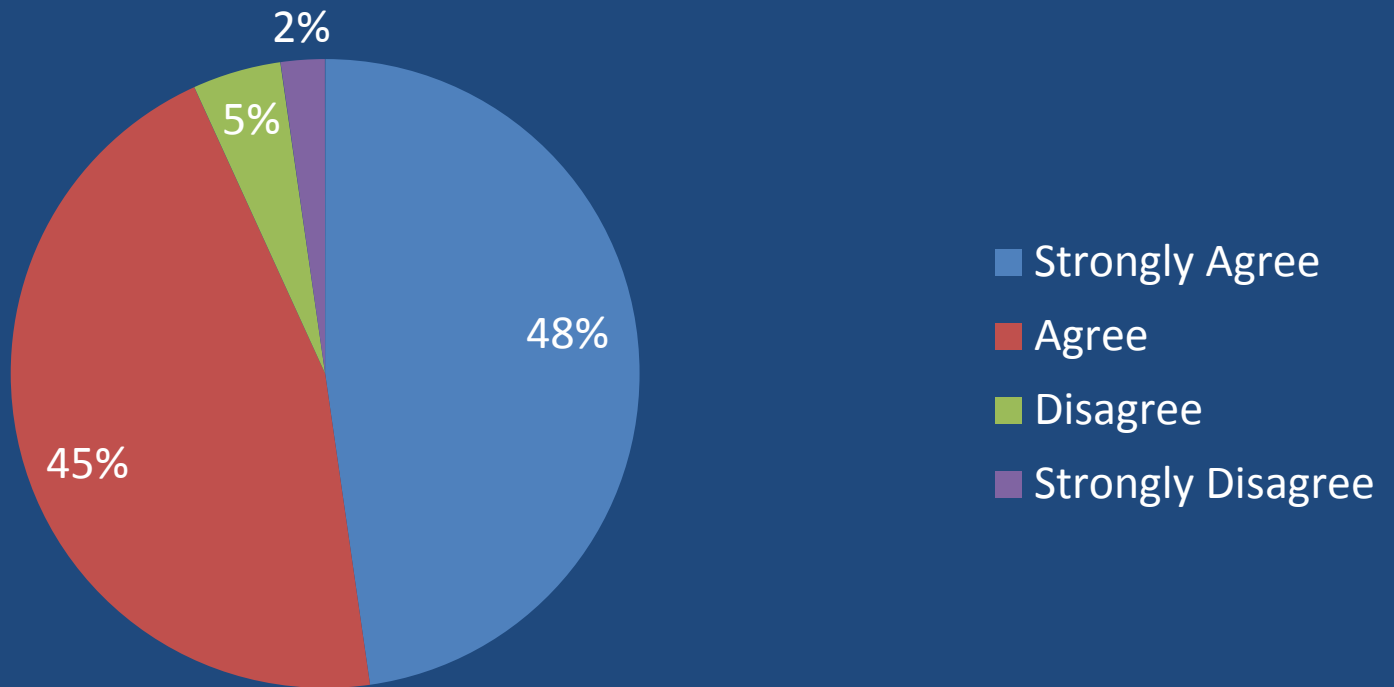
■ Somewhat Safe or Very Safe





Police Personnel Input

Clayton Police Officers who believe the Clayton Community supports the Police Department





Police Personnel Input

Trustworthiness
Resident Satisfaction
Honesty
Quality Work Product
Excellence
Teamwork
Family
Courteous
Education
Responsive
Professional
Employee Satisfaction
Commitment
Responsible
Accountable
Ethical
Safety
Integrity
Community
Proactive



Police Personnel Input

Survey Completed in 2016



Strength

- Professionalism
- Service
- Equipment
- Training



Weakness

- Pay and Benefits
- Communication
- Professional Development
- Micromanagement/Staffing



Opportunity

- Expand Community Outreach
- Grant Funding
- Improve Pay and Benefits
- Create Specialty Unit



Threat

- Employee Retention
- Poor Morale
- Staffing/Hiring
- Adversity



Vision

A leading police agency connected to the community.



Mission and Values

To serve and protect the Clayton community with PRIDE.

Professional

Respect

Innovation

Dedicated

Excellence



Key Performance Areas

1. Supported and engaged employees
2. Application of effective technology
3. Community Connection
4. Streamlined systems and processes
5. Anticipating and responding to developments in policing



Supported and Engaged Employees

Create a focused and intentional training program.





Supported and Engaged Employees

Create a system that encourages open input from officers.





Supported and Engaged Employees

Conduct a staffing needs allocation study based on current and known future growth for department and community needs.





Application of Effective Technology

Utilize
computerized/online
scheduling.

Schedule Anywhere®

Welcome, [Employee Scheduler](#) - Atlas Business Solutions | [Logout](#)

Schedule View Edit Tools Reports Set Up Messages Requests Help

Select Shift Select Explanation Posted Through: 08/31/2017 Edit Schedule: Southpointe

Note: < prev 10/2/2017 Go next > Filter: Select Filter

Name	Add	Department	Position	Tot Hrs	
Monday 10/2/2017					
1 Managers					
2 Andy Dickinson		Department 1	Manager	8.00	Day (7:00 AM to 3:00 PM) Check night shift coverage.
3 Andrew Hilton		Department 1	Manager	8.00	Evening (3:00 PM to 11:00 PM)
4 Brian Affman		Department 1	Manager	0.00	Time Off Vacation Can be reached at 555-1212.
5 Associate I					
6 Randy Hoselton		Department 1	Associate I	8.00	Evening (3:00 PM to 11:00 PM)
7 Betty Johnson		Department 1	Associate I	8.00	Day (7:00 AM to 3:00 PM)
8 Lynn Flagg		Department 1	Associate I	8.00	Night (11:00 PM to 7:00 AM)
9 Associate II					
10 Tom Smith		Department 1	Associate II	8.00	Day (7:00 AM to 3:00 PM) Training Check in with Cindy when you come in.
11 Brandon Higgs		Department 1	Associate II	0.00	Time Off Sick
12 Brian Hara		Department 1	Associate II	8.00	Day (7:00 AM to 3:00 PM)
13 Chris Bernard		Department 1	Associate II	8.00	Evening (3:00 PM to 11:00 PM) Floor 1
14 Jason Cayton		Department 1	Associate II	8.00	Night (11:00 PM to 7:00 AM) Floor 1
15 Mathew Abramsky		Department 1	Associate II	8.00	Day (7:00 AM to 3:00 PM) Training See Cindy for instructions.
16 Tua Vo		Department 1	Associate II	8.00	Night (11:00 PM to 7:00 AM)
17 Technician					
18 Andrew Ngo		Department 1	Technician	8.00	Day (7:00 AM to 3:00 PM)
19 Keegan Riley-Pina		Department 1	Technician	8.00	Night (11:00 PM to 7:00 AM)
20 Kyle Risko		Department 1	Technician	8.00	Evening (3:00 PM to 11:00 PM)
21 AM Staffing Needed				4.00	
22 PM Staffing Needed				2.00	

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Application of Effective Technology

Evaluate the application and use of camera systems (public space, ALPR, private).





Application of Effective Technology

Evaluate the application and use of body-worn cameras.





Community Connection

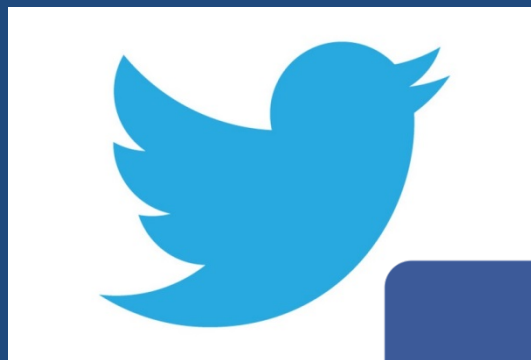
Evaluate the implementation of a Foot & Bike Patrol Program.





Community Connection

Engage social
media.





Streamlined Systems and Processes

Evaluate the application and use of the performance evaluation system.





Streamlined Systems and Processes

Revise General Orders.





Purpose of Initiatives

To enhance our ability to serve and protect in the following ways:

- Greater Efficiency
- More Transparency
- Enhanced Community Engagement



Outcomes

- Increase safety through crime prevention/reduction efforts
- Measured by reduction in Part 1 and Part 2 crimes and clearance rates
- Greater feeling of safety based on survey results/improvements



Questions and Comments



City Manager
10 N. Bemiston Avenue
Clayton, MO 63105

BOARD UPDATE

TO: MAYOR SANGER; BOARD OF ALDERMEN
FROM: CRAIG S. OWENS, CITY MANAGER (CSO)
DATE: MAY 9, 2017
SUBJECT: BOARD UPDATE ON STATUS OF ONGOING PROJECTS

The purpose of this discussion is to update the Board on significant projects that staff plans to complete in the next twelve months. The list of projects currently has more than 100 items and is organized by the staff member responsible for implementation. The projects included are in progress, completed projects are removed from the list.

The list ranges from public-facing projects such as website enhancements and sidewalk/roadway improvements to behind-the-scenes initiatives including strategic planning and software upgrades.

Public Works

Title	2016 CDBG				
Assigned To	Status	Priority	Start Date	Due Date	% Complete
Thomas O'Mara	In Progress	(2) Normal	2/1/2016	8/1/2017	0.45
Description					
2017-04-24 - Project bids are into the County for review before project activity can begin. We expect to receive approval within 1 week and then we will schedule a pre-con meeting with contractor.					
2017-04-13 - Project bids closed on 4/13 and were higher than expected/programmed. The project is being evaluated for a scope reduction to meet the \$22,500 provided by the CDBG program.					
2017-03-27 - Project is out to bid and closes on 4/13. Work will include replacement of select curb ramps at Bemiston/Bonhomme and Bemiston/Carondelet.					

Title	Signal Detection Replacement				
Assigned To	Status	Priority	Start Date	Due Date	% Complete
Matthew Malick	Not Started	(2) Normal	3/5/2015	12/31/2016	0.10
Description					
2017-4-28- Met with Pat Fischer. He dug out the old Traffic monitoring PC and connected it back up to the traffic camera network. Unfortunately, none of the cameras he tested appear to be working. They are responding to network communication, just not showing any video. Will meet with CBB prior to ordering updated software and new digital cameras that will operate on Windows 10.					
2017-2-22- Met with Sensys to view latest technology from Sensys.					
2016-10-3 - Met with Traffic Control Corporation last week to gather information on Autoscope signal detection equipment and how new systems will incorporate with our existing system.					

Title	10 S Brentwood - Elevator Modernization				
Assigned To	Status	Priority	Start Date	Due Date	% Complete
John Wulf	In Progress	(1) High	3/5/2015	9/30/2017	0.40
Description					
2017/04/10 – Coordinated access controls installation with IT Dept, Midwest Elevator and Tech Electronics 4/6/2017. Work on north elevator is anticipated to be completed 5/19/2017.					
2017/03/27 – work continues on the north elevator and is anticipated to be completed the week of 5/5.					
2017/03/13 - MW Elev had crane on site 3-12-2017 to remove old equipment and lift new equipment to roof. Continuing work on north elevator.					
2017/02/27 - MW Elev on site and mobilizing to start construction.					

Title	County Family Courts Project ROW Activity Permit for Streetscape				
Assigned To	Status	Priority	Start Date	Due Date	% Complete
Spencer Litteken	In Progress	(1) High	8/1/2013	8/31/2016	0.90
Description					
04/28/2017: There are five remaining punchlist items between STL County & KCI:					
1. Replace 2 concrete paving slabs .					
2. Remove and replace the asphalt in Meramec.					
3. Overpaint the striping presently on Meramec Ave. from Carondelet to Bonhomme Avenues (potentially will be a restriping depending on the mill& overlay).					
4. Pavement will be restored via a 2" mill& overlay treatment. The County reserves the option to provide a buyout based on \$36/sy.					

Title	10 N Bemiston - Parking Deck Membrane Restoration				
Assigned To	Status	Priority	Start Date	Due Date	% Complete
John Wulf	Not Started	(2) Normal	1/4/2016	6/30/2016	0.10
Description					
2017/04/25 - Parking garages have been power washed to prep for work. Work anticipated to start June 2016.					
2016/12/21 - Received Tarlton's quote. Generating consolidated quote sheet and schedule work for spring 2017.					
2016/12/12 - Anticipate third and final quote from Tarlton by 12/16.					

Title	2018 Brentwood Blvd (STP Project) - Design				
Assigned To	Status	Priority	Start Date	Due Date	% Complete
Matthew Malick	In Progress	(2) Normal	2/22/2016	11/1/2018	0.55
Description					
2017-04-24 - At the 4/18 BOA meeting it was determined that the originally programmed project would proceed as planned with a bike facility be addressed as part of a separate/larger project. The preliminary plans will proceed and we plan to meet with MoDOT prior to prelim. plan submission to discuss key areas.					
2017-04-17 - A summary of the project history, 4 bike lane options, and median designs will be presented to the BOA on 4/18. Following that meeting staff expects to meet with MoDOT and proceed with the design to meet the 2018 construction plan.					
2017-03-14 - Bike/Median options have been developed and will be shared with the BOA at a discussion session on 3/14/17. Shortly					

Title	2017 Residential Resurfacing				
Assigned To	Status	Priority	Start Date	Due Date	% Complete
Matthew Malick	Not Started	(2) Normal	1/17/2017	9/30/2017	0.05
Description					
2017-04-24 - Pre-con meeting was held last week between City, Contract (NB West) and Hillcrest Trustees. Work is scheduled to begin by 5/8 with curb ramps in the Hillcrest Neighborhood. Work is then planned to progress to Wydown Forest and finally the Moorlands (following MSD and MOAW utility work). The contract allows for 150 calendar days, which puts the final day of the contract at 9/21/17. Notifications will be distributed to residents before work begins in that neighborhood.					
2017-04-17 - Contracts are executed with NB West for this year's project. The pre-construction meeting is scheduled for 4/20 and					

Title	8011 Bonhomme - Electric Inverter Replacement				
Assigned To	Status	Priority	Start Date	Due Date	% Complete
Kevin Vinyard	In Progress	(2) Normal	12/9/2015	9/30/2016	0.20
Description					
2017/04/24 - Graybar responded that they anticipate having a revised proposal by 5/5/2017.					
2017/04/18 - Met with Graybar representatives. Provided existing plans to determine the number of light fixtures to calculate the load to size the inverter. Anticipate having proposal by 4/21/2017.					
2017/03/10 - Conference called with Graybar. Investigating potential for purchasing a smaller inverter due conversion from HID to LED lighting.					
2017/02/27 - Reassigned to Kevin Vinyard. Inverter to be obtained thru Graybar (US Communities contract) for installation.					

Title	10 N Bemiston - Fire Dept Architectural Improvements				
Assigned To	Status	Priority	Start Date	Due Date	% Complete
John Wulf	In Progress	(2) Normal	3/27/2017	6/30/2017	0.20
Description					
2017/04/24 - Work scheduled to start 5/1/2017. Application for Building Permit has been submitted. Work is anticipated to be completed by 6/24/2017.					
2017/04/19 - Contract with Pinnacle has been executed. The Pre-Construction Meeting is scheduled for 4/20/2017.					
2017/04/05 - Three bids were received. PW is recommending approval of the bid from Pinnacle Contracting. Anticipate issuing Notice to					

Police

Title	Strategic Plan Initiative - Conduct Staffing Needs Study				
Assigned To	Status	Priority	Start Date	Due Date	% Complete
Phil LaBenda	In Progress	(2) Normal	8/3/2015	4/30/2018	0.40
Description					
4/21/17 • Waiting to hear back from County relative their assist on new density mapping with some call types removed • Have average received time off calculations from HR to be used in IALEP formula • Checking with ECDC on CAD programming to have station assignments, bank runs and mail runs assigned to extra car to try and see how that affects overall CFS for uptown Districts • Arranging for ICMA webinar repeat presentation for staffing group 4/6/17 • Meeting held with strategic team to discuss geographic boundary suggestions • Will follow up on suggestions to tailor CFS natures so minor misc natures (car wash, maintenance, etc.) won't skew overall results – then conduct follow up density map from County which will better assist in determining potential new district boundaries. • Also					

Title	Center for Policing Equity				
Assigned To	Status	Priority	Start Date	Due Date	% Complete
Phil LaBenda	In Progress	(2) Normal	4/7/2015	4/30/2017	0.60
Description					
4/21/17 - Sent the header info for the Rejis traffic stop layout as well as the actual extract data for February. Working with Rejis to obtain past January data. Will also attempt to extract CAD data for traffic stop and suspicious auto stop entries in that system. 4/6/17 - Rejis has sent header information for data extract table; I'm working on coordinating the two to create understandable read of data for CPE; hoping to send first data transfer week of 4/10/17. 3/24/17 - Working traffic stop data from January & February to send via DMS to CPE - Rejis working on extracted data version which I can then tailor for CPE's needs - Will also send synopsis of traffic stop data from CAD system based on raw data extract 3/7/17 - Reviewing use of DMS software and type of data to be submitted. Considering use of					

Title	Strategic Plan Initiative - Public/Private Space Cameras				
Assigned To	Status	Priority	Start Date	Due Date	% Complete
Stewart Glenn	In Progress	(2) Normal	10/16/2014	11/17/2017	0.50
Description					
\$50,000 design per CIP has been agreed upon. As part of the 2015-16 budget process, we have received figures to begin Phase 1 of a multi-phase project that will replace the temporary cameras given to us by the FBI as part of the Safe Demonstrations. Det. Lt. Bass and Chief Murphy have had three meetings with two different vendors to calculate costs associated with this Capital project. The project was not approved, so it is deferred at this time. We have just had 12 cameras reinstalled by the FBI in the CBD. Met today (02/12/16) with Janet Watson for CIP review. Paperwork due on 2/29/16. CIP meeting held on 3-7-2016.					

Title	Strategic Plan Initiative - Body Worn Cameras				
Assigned To	Status	Priority	Start Date	Due Date	% Complete
Stewart Glenn	Deferred	(2) Normal	9/22/2014	10/1/2017	0.50
Description					
Det. Lt. Bas has been researching and attending demos, beginning with Data 911 on 9/22/14. Since, he has followed up with L3 on 10/2, and developed a SOP for the Grand Jury decision on 10/23. On 01/21/15, he and I met with Chris Neubeck, Taser Corporation, to obtain specs and pricing, which have been submitted in the 2015-16 Supplemental budget proposal. Project shelved until next fiscal year. In January and February, 2016, officers have met with five vendors to compare products and pricing.					

Title	JOINT MINORITY YOUTH MENTORING PROGRAM				
Assigned To	Status	Priority	Start Date	Due Date	% Complete
Kevin Murphy	In Progress	(3) Low	6/18/2015	10/2/2017	0.80
Description					
Letters of support have been sent by Chiefs of departments where pilot program will begin in Fall, (Florissant, Hazelwood, Bellefontaine Neighbors and Ferguson), to be included in a Grant packet. Project is delayed, and it looks like it will be deferred until fall semester, still with a plan for the listed school districts and law enforcement agencies. Program scheduled to start in Ferguson-Florissant, Hazelwood, and Riverview Gardens School Districts in March, 2017, with support from Florissant, Haazelwood, and Bellefontaine Neighbors PD's. Chief Murphy invited to sit on Board of Directors for program. Discussions ongoing between city of Ferguson and Mr. Wilkerson to include PD and Riverview School District in mentoring program, along with Florissant PD, Hazelwood PD and corresponding School					

Title Supervisor Mentoring Program					
Assigned To	Status	Priority	Start Date	Due Date	% Complete
Jack Abell	In Progress	(2) Normal	1/27/2016	9/1/2017	0.50
Description					
Final Draft and implementation by 9/1/17. (Pending)					
Present first draft of program by 6/30/17. (Pending)					
Re-evaluate material gathered by 4/30/17. (Pending)					
Possible incorporation and implementation under the PD Strategic Plan. (Pending)					
Queried thru IACP and received responses by 3/23/16. (Completed)					
Obtain info thru Calea by 3/10/16. (Completed)					

Title Accident Report Public Access					
Assigned To	Status	Priority	Start Date	Due Date	% Complete
Phil LaBenda	Waiting on someone else	(2) Normal	3/1/2016	3/16/2017	0.95
Description					
4/21/17 • Received analytic website for Lexis site (Crashlogic) • Waiting on Lexis to verify that they are receiving the necessary data transmission from Rejis 4/6/17 • Accident information forms have been updated and dispersed to patrol • Web site updated with new report access information • Still awaiting response from Lexis & CARFAX relative investigative tools for use by CID 3/24/17 • Program is now up and running via web base • Accident information forms being updated to reflect new information • Web site updated to reflect new information • Working with Lexis * CARFAX to obtain investigative tools for officer use 3/10/17 • Still waiting on Lexis Nexis to finish their end of final set up o Sent S. Person follow up email to ascertain where we stand in process. 3/3/17 • Received final signed MOUs					

Title 2016-2017 Traffic Crash Reduction Grant					
Assigned To	Status	Priority	Start Date	Due Date	% Complete
Alfred Thuet	In Progress	(2) Normal	2/1/2016	9/30/2017	0.40
Description					
Write and submit grant for overtime funding and equipment. The purpose is to reduce traffic crashes on targeted surface streets and the I-170 corridor.					
The grant has been written and approved by Chief Murphy.					
The grant was reviewed and approved by the City Attorney and is on the agenda for the April 12, 2016, Clayton Board of Alderman					

Title 2016-2017 Impaired Driving Reduction Grant					
Assigned To	Status	Priority	Start Date	Due Date	% Complete
Alfred Thuet	In Progress	(2) Normal	3/3/2016	9/30/2017	0.45
Description					
Write and submit grant for overtime and equipment. The purpose of the grant is to reduce impaired driving and the traffic crashes associated with impaired driving.					
The grant was written and approved by Chief Murphy.					

Title CARE - Crime Analysis Feature					
Assigned To	Status	Priority	Start Date	Due Date	% Complete
Phil LaBenda	Waiting on someone else	(2) Normal	3/9/2016	3/31/2017	0.60
Description					
2/24/17 - no updates this week					
Working with County CARE IT in setting up Crime Analysis function utilizing CARE entry data. Functionality has been established and under review for improvements and training.					
Link has been set up through CARE and allows for some mapping function as well as graph analysis of crime over a time period. Search parameters are being reviewed for suggested improvements to ascertain more precise queries as needed.					

Title HUD Laptop Display					
Assigned To	Status	Priority	Start Date	Due Date	% Complete
Phil LaBenda	Waiting on someone else	(2) Normal	3/9/2016	4/28/2017	0.70
Description					
4/21/17 - County has provided one of their GPS units to test with our laptop and IT still cannot get the program to function. Waiting to hear back on Rejis service ticket. 4/6/17 - IT still having issues getting GPS data program to coordinate with County server; County is to open service ticket with Rejis 3/10/17 -Meeting held with IT on 3/8/17 to get new hires up to date on over all project. They will be examining current transition from air card to jet packs and how all will work with GPS pucks and the HUD programming. 3/3/17 - Have discussed getting back on project work with IT in coordination with County computer services. Plane to get with Pat Fischer beginning on Monday to review project scope & implementation. 2/24/17 - No further updates this week					

Title New Training Records Program					
Assigned To	Status	Priority	Start Date	Due Date	% Complete
Phil LaBenda	Waiting on someone else	(2) Normal	3/10/2016	3/31/2017	0.75
Description					
To set up new program to track training records in light of recent POST regulation guidelines. Have scheduled to meet with CMPA trainer for potential set up in an Access database system.					
Will meet with CMPA trainer on 3/18 to review out current use of Lotus Notes training records and establish guidelines for what is needed in the new tracking system.					
Meeting scheduled for 3/18 had to be cancelled as CMPA trainer called in sick. Follow up to be rescheduled.					

Title Strategic Plan Initiative - Employee Input System					
Assigned To	Status	Priority	Start Date	Due Date	% Complete
Mark Seagle	In Progress	(2) Normal	1/1/2017	6/1/2017	0.30
Description					
03/10/17 Update: The first meeting was held with the committee on 3/9. The scope of the committee and policy considerations were discussed. Eleven possible topics were proposed for the first meeting with the Chief. After a policy is developed and approved, the committee anticipates holding the first meeting with the Chief by June. 03/03/17 Update: Sgt. Seagle has organized a committee meeting for 3/9 at 1700 hours. The committee will discuss its role and craft a policy. 2/24/17 Update: Sgt. Mark Seagle met with Chief Murphy to discuss the how this committee will operate. Sgt. Seagle has started working on a General Order for the committee. He is also planning a meeting with all of the members in the near future. 2/6/17 Update Several additions have been made to the committee.					

Title Strategic Plan Initiative - Implementation of Foot/Bike Patrol					
Assigned To	Status	Priority	Start Date	Due Date	% Complete
Jeffery DeVorss	In Progress	(2) Normal	1/1/2017	12/31/2017	0.20
Description					
Implementation (10/1/17 - Pending) Budgeting Equipment (10/1/17 - pending) Training (10/1/17 - pending) Finalize Planning Objectives (3/31/17 - complete) Project committee meet to discuss planning objectives (3/31/17 - completed) Select project committee send out email (01/15/17 - completed)					

Title Strategic Plan Initiative - Engage Social Media					
Assigned To	Status	Priority	Start Date	Due Date	% Complete
Alfred Thuet	In Progress	(2) Normal	1/1/2017		0.10
Description					
The Social Media Committee met on April17 and worked on new content for future posts and had a planning meeting for production of video clips. We also discussed Facebook Policy and Procedures.					
The Social Media Committee met the week of January 23rd. There were four separate meeting to a make sure all members could attend on duty. The first meeting consisted of goal setting and agenda items were set for future meetings. The committee is currently creating a database for future posts. The next meeting will be scheduled in the end of March.					

Title Strategic Plan Initiative - Create New Evaluation System					
Assigned To	Status	Priority	Start Date	Due Date	% Complete
Brandon Musgrave	In Progress	(2) Normal	1/1/2017		0.45
Description					
2nd Initiative Committee Meeting has been scheduled for 04/20/2017 1PM. Meeting was completed and we narrowed a list of categories down to 11. These are the 11 that we feel would show how an officer is progressing. Next meeting will be scheduled soon. (Completed)					
Compile a list of categories for possible use on an evaluation form by next meeting. Set for 4/20/2017					
1st Initiative Committee Meeting 2/14/17 - Completed					
Meeting between Cpl. Musgrave and Lt. Abell in regards to committee meeting. 02/08/2017 (Completed)					
Identify Committee Members and Acquire Eval Examples by 2/14/17 - Completed					

Title 2017 Physical Abilities Testing					
Assigned To	Status	Priority	Start Date	Due Date	% Complete
Mark Smith	In Progress	(2) Normal	1/6/2017	12/31/2017	0.35
Description					
04/19/2017 Update: The health screenings were completed by MOBap on 4/14 and 4/17. We should receive the results from the screenings in May, before the first physical abilities test on 6/1. 04/12/17 Update: The first physical abilities testing date has been scheduled for June 1 at 1400 hours. Sgt. Weidenbenner's and Sgt. DeVorss' squads, as long some 8-hour personnel, will be taking the test on this date. 03/22/17 Update: Cpl. Musgrave has scheduled the health screenings with MOBap for 4/14 and 4/17. 03/10/17 Update: Cpl. Musgrave and the rep from MOBap have agreed upon two sets of dates for the health screenings. MOBap needs to verify that the dates fit into their schedule and then it can be finalized. Also, the this year's contract shouldn't change much from last year. 03/03/17					

Title Strategic Plan Initiative - Revise General Orders					
Assigned To	Status	Priority	Start Date	Due Date	% Complete
Matt Jacobson	In Progress	(2) Normal	1/1/2017		0.05
Description					

Title Group Contacted and Process Begun					
Assigned To	Status	Priority	Start Date	Due Date	% Complete
Matt Jacobson	In Progress	(2) Normal	1/6/2017		0.05
Description					
Group Contacted and Process Begun					

Title Prosecuting Assistant - Court Transition - IMDS Rejis Changeover					
Assigned To	Status	Priority	Start Date	Due Date	% Complete
Phil LaBenda	In Progress	(1) High	2/12/2017	3/31/2017	0.90
Description					
4/21/17 • Construction has begun on front office area to allow room for new staffing o Completion about 2 weeks o Working with outside firms for new desk • Organized split of duties among new potential personnel alignment • Officer training (train the trainer) conducted for all four squads o Court Web to begin use in approx. 2 weeks, after completed training on each squad 4/6/17 • Have accomplished two court sessions with the new transition without any issues • Scheduled for training MACA Regional training 4/21 • Scheduled for training UCR training 4/25 • Setting up officer training for CourtWeb automatic bond entry program • Front office renovation to begin week of 4/17 3/24/17 • Alexa's exact duties being worked out with TVB • Will be planning training classes for further					

Title Strategic Plan Initiative - Focused Training Program					
Assigned To	Status	Priority	Start Date	Due Date	% Complete
Mark Smith	In Progress	(2) Normal	1/1/2017		0.20
Description					
04/10/17 Update: I met with Tychsen, Stevens, and Talbott on 4/7 to discuss training ideas they obtained at the ILEETA conference. They are sending me a summary of training proposals. I will then combine them into a memo to send to the Chief for his review. Bossch was on night watch at the time of this meeting. I will be in contact with him this week. 02/24/17 Update: All of new DT equipment has arrived. We will be working with Sgt. Weidenbenner to start utilizing this equipment for training. 2/17/17 Update: Joe Stevens ordered the new DT equipment and a portion of the order was delivered on 2/17 (MMA gloves and a heavy bag). Our DT mats were moved to the new training room on the 2nd floor. Alexis Hatley completed an application to receive POST certification for the Fair & Impartial Policing					

Title Strategic Plan Initiative - Computertized Scheduling					
Assigned To	Status	Priority	Start Date	Due Date	% Complete
Mark Smith	In Progress	(2) Normal	1/1/2017	1/1/2018	0.50
Description					
04/03/17 Update: The list of potential options has been narrowed to three. Lt. Smith had an online demonstration with finalist Pace Scheduler on 3/31. He was very impressed with their system and it's the second lowest in cost. He is trying to get an online demonstration with PlanIT Police before a decision is made. 03/10/17 Update: The list of potential software options has been trimmed from eight to four based on price and capabilities. Further evaluations of the four remaining options is on-going. 03/03/17 Update: Use of Aladtec's demo site is on-going. The demo site for inTime won't be ready until the week of 3/13. We currently have most of the desired comparison information from seven of the eight vendors we are evaluating. Lt. Smith has discussed FY18 budget implications of					

Planning and Development

Title	Permits Plus Software Replacement				
Assigned To	Status	Priority	Start Date	Due Date	% Complete
Susan M. Istenes	In Progress	(1) High	2/24/2015	5/27/2017	0.85
Description					
7/1 - vendor demos scheduled for week of 7/13 8/17 - Visits to 3 municipalities for reference check 8/28 - Vendor selected - Citizenserve 4/2016 - Code Enforcement Module Go Live 7/2016 - Planned go live for building permitting 5/2017 - Planned Go live for Planning					

Title	Code Amendment update ARB Guidelines				
Assigned To	Status	Priority	Start Date	Due Date	% Complete
Anna Krane	In Progress	(2) Normal	5/1/2017	4/21/2017	0.05
Description					
4/28/2017 - Met with Steve Lichtenfeld and confirmed priority code amendment; awaiting updated scope from H3					

Title	Downtown Form Based Code				
Assigned To	Status	Priority	Start Date	Due Date	% Complete
Louis Clayton	Not Started	(2) Normal	11/3/2015	9/8/2017	
Description					

Title	Minor Sign Ordinance Update				
Assigned To	Status	Priority	Start Date	Due Date	% Complete
Louis Clayton	Not Started	(2) Normal			
Description					
Minor updates to sign code to fix inconsistencies and staff interpretations					

Title	Major Sign Ordinance Update				
Assigned To	Status	Priority	Start Date	Due Date	% Complete
Louis Clayton	Not Started	(2) Normal			
Description					

Title	Code Amendment Townhomes in R4 and above				
Assigned To	Status	Priority	Start Date	Due Date	% Complete
Anna Krane	Not Started	(2) Normal			0.01
Description					
Amend the R4 - R6 zoning districts to allow townhomes					

Title	Code Amendment Property Maintenance Vacant lots				
Assigned To	Status	Priority	Start Date	Due Date	% Complete
Susan M. Istenes	Not Started	(2) Normal	7/7/2016		
Description					

Title	Code Amendment SDD				
Assigned To	Status	Priority	Start Date	Due Date	% Complete
Susan M. Istenes	Not Started	(2) Normal	7/7/2016		
Description					

Title	City Attorney charges for time spent on zoning application				
Assigned To	Status	Priority	Start Date	Due Date	% Complete
Kevin O'Keefe	In Progress	(2) Normal	7/20/2016		
Description					
Per the Apogee project and Board discussion at budget kevin is to develop an amendment to the fee code to allow the City to charge applicants for his time when it is necessary to perform legal analysis					

Title	Major Development Centene				
Assigned To	Status	Priority	Start Date	Due Date	% Complete
Susan M. Istenes	In Progress	(2) Normal	6/17/2016		0.65
Description					
Anticipate Special Development Subdistricts 2B late summer 2017					

Title	Code Amendment Domestic Fowl add provisions for large yards setbacks				
Assigned To	Status	Priority	Start Date	Due Date	% Complete
Susan M. Istenes	Not Started	(2) Normal			
Description					

Title	Policy regarding 1st floor retail/office				
Assigned To	Status	Priority	Start Date	Due Date	% Complete
Anna Krane	In Progress	(2) Normal	1/24/2017	3/20/2017	0.10
Description					

Title	Major Development Project Flaherty & Collins				
Assigned To	Status	Priority	Start Date	Due Date	% Complete
Anna Krane	Not Started	(2) Normal			0.05
Description					
Proposed development at the corner of Brentwood and Forsyth					

Title	Major Development Project Clayton and Hanley				
Assigned To	Status	Priority	Start Date	Due Date	% Complete
Anna Krane	In Progress	(2) Normal	1/3/2017		0.15
Description					
Mixed Use Clayton and Hanley Road intersection 5/1 - waiting for Developer to work out issues with County Transport					

Title	Allow Heaters for Outdoor Dining in ROW				
Assigned To	Status	Priority	Start Date	Due Date	% Complete
Kathy Scott	In Progress	(2) Normal			0.05
Description					

Parks and Recreation

Title	MSD Project at Oak Knoll Park				
Assigned To	Status	Priority	Start Date	Due Date	% Complete
Patty DeForrest	In Progress	(2) Normal	3/5/2015	4/28/2017	0.95
Description					
<p>5-2-17: Due to excessive rain we are still finishing planting of the site. Will need a few good, dry days to finish this work but should be complete this month. 4-24-17: Continuing planting of site taking place this week. Anticipate completion by end of April. Will need to consider additional work that may be done later, but project is substantially complete. 3-22-17: Construction work has been completed. Restoration of site is underway; sod to be installed, then trees and bushes. Final piece will be the fencing. Anticipate completion by end of April. 2-13-17: Walk through scheduled by end of the month; restoration plan prepared; will meet with neighbors the first week of March to discuss restoration. Will begin work in April. 1-20-17: MSD work has been completed in the Park; they continue to work on the</p>					

Title	Replacement of Recreation Software				
Assigned To	Status	Priority	Start Date	Due Date	% Complete
Toni Siering	In Progress	(2) Normal	10/1/2014	7/31/2017	0.75
Description					
<p>4-24-17: This week begins the process of training of staff on software; 8 days of training have been scheduled over the next three weeks. Data has been migrated and next step is to set up all current memberships. On target to go live on July 17, 2017. 3-22-17: We continue to make progress towards the launch of the system; IT is working on the Active Directory portion; Staff is scheduling training sessions and testing of the program; still on track to go live in July. 2-13-17: Finance Director is working on Credit Card arrangements; staff training being scheduled for late March/early April. Will go live in July. 1-20-17: Due to a variety of issues - workload of department, coordination Active Directory implementatoin by PerfectMind and the timing of brochures, we will be delaying launch until July to ensure all</p>					

Title	Issue RFP for Contractual Service Provider				
Assigned To	Status	Priority	Start Date	Due Date	% Complete
Patty DeForrest	Deferred	(2) Normal	5/29/2015	12/31/2017	0.00
Description					
<p>4-24-17: Will begin work in summer on this, issue in August. 11-11-16: Will begin working on this spring 2017. Within the next year to year and a half the department will issue an RFP for contractual service providers to offer their programs through the department. This will be done in order to provide opportunities for interested parties to be allowed to propose new programs or competitive ways to offer programs we currently offer.</p>					

Title	Development of Capital Project Plan for the Center				
Assigned To	Status	Priority	Start Date	Due Date	% Complete
Patty DeForrest	In Progress	(2) Normal	11/25/2015	5/31/2017	0.90
Description					
<p>4-24-17: Plan approved by BOA with City's capital plan. BOE to consider in May. 3-22-17: Plan will be presented to BOA at their 3-28th meeting. Waiting to hear from Mary Jo on plan for BOE. 2-24-17: Plan approved by CRSWC on 2-17-17; will be presented to BOA and BOE in March. 2-13-17: Plan approved by Finance Committee on February 2; will be presented to CRSWC at February 17th meeting; if approved will be brought to BOE and BOA by respective staff for consideration. If approved by both Boards, next phase will begin which will include design and bidding in anticipation of construction in 2019. 1-20-17: Finance Committee reviewed revised report and had some input into the final presentation; will meet again on February 2nd to look at updates and then on to the full CRSWC for</p>					

Title	ERA Plan for the Future				
Assigned To	Status	Priority	Start Date	Due Date	% Complete
Patty DeForrest	In Progress	(2) Normal	12/7/2015	4/30/2017	0.45
Description					
<p>5-2-17: Limited attendance at public forum; those in attendance spoke to the need for both parking and field space. Several spoke to issues with parking at the Center and overall need for additional parking around the school and Center. Attendees requested that City make sure it built with a nice green buffer. Will begin moving on next steps - design and agreement with CRSWC for lease of property. 4-24-17: Have received some feedback on project; will be presenting information at Open House on April 27th. 3-22-17: Public Meeting scheduled on April 27th. Will present options and propose utilizing the space for parking to help the Center, Fields and High School. 2-13-17: Compiling data on parking patterns and needs; identifying opportunities for growth at the Center if parking is available;</p>					

Title Re-accreditation of Department					
Assigned To	Status	Priority	Start Date	Due Date	% Complete
Valerie Egel	In Progress	(1) High	4/15/2016	5/31/2017	0.90
Description					
<p>4-24-17: All arrangements for visit have been made; reception scheduled for Monday, May 22nd at Clayton on the Park. 3-22-17: Self-assessment was approved by NRPA: Visiting Team of Inspectors scheduled to come May 21 - 24; arrangements being finalized. 2-24-17: Self-assessment and all associated documents were submitted today; visitation is the final step and will take place in May. 2-13-17: Director reviewing report; manuals being updated; Policy and Procedure manual approved by P & R Commission on Feb. 6th. Targetting submission on February 24th. Once submitted visit will be scheduled in May. 1-20-17: Self-assessment is due by end of February. Staff is working on updating all documents including policy and procedure manuals, maintenance manuals, etc. On-site inspection to take</p>					

Title Update of Public Art Master Plan					
Assigned To	Status	Priority	Start Date	Due Date	% Complete
Patty DeForrest	In Progress	(2) Normal	4/15/2016	5/31/2017	0.90
Description					
<p>4-24-17: Update of Ordinance to be submitted by end of April; Dan is working on grid for locations of public art. Public Art page has been added to the website. 3-22-17: Meeting held to discuss changes; will move forward to BOA once PAAC Ordinance is changed. 2-13-17: Meeting scheduled with Alderman Boulton for review on Feb. 10th; will present to BOA in March. 1-20-17: Need to make further revisions based upon feedback from Alderman Boulton. Once complete will return to BOA for consideration. Anticipate doing so in March.</p> <p>12-5-16: PAAC voted in favor of proposed changes; need to clarify next steps.</p>					

Title DeMun Playground and Park Improvements					
Assigned To	Status	Priority	Start Date	Due Date	% Complete
Patty DeForrest	In Progress	(2) Normal	6/24/2016	12/30/2017	0.25
Description					
<p>4-24-17: First draft of plan submitted by consultant; Open House scheduled on May 10th at Kaldi's. Online survey set to go live on May 1st. Presentation to Parks & Recreation Commission to take place on June 5th. 3-22-17: Contract with Planning Design Studio has been executed; establishing timeline for work; public meeting to be held in April, design developed by end of June. 2-13-17: Planning Grant received; once contract documents are executed will contract with consultant to begin public outreach and design of the project. CCF to help with fundraising. 1-20-17: Applying for Planning Grant this month; if awarded will work with Planning Design Studios on a design. This will include public meetings which can be held in Ward I. Kaldi's has offered to host these meeting so look to set these up in</p>					

Title Older Adult Service Study					
Assigned To	Status	Priority	Start Date	Due Date	% Complete
Patty DeForrest	In Progress	(2) Normal	6/1/2016	5/31/2017	0.60
Description					
<p>4-24-17: Web page established with information for Older Adults, will include notice in June City Views. Books on services throughout St. Louis are now available at the Center Welcome Desk and throughout the building. Toni continues to attend meeting on location transportation options. 3-22-17: Questions being included in annual citizen survey; Toni attending regional transportation committee meetings to develop plan for St. Louis County subsidized transportation network; need to focus on web page with service opportunities next. 2-13-17: Investigating use of city guide of services available through Oasis. Need to follow-up on communication and website. 1-20-17: Toni attended INT Transportation Committee meeting this past week. Will be an option for Clayton Residents to address</p>					

Title Shaw Park Ice Rink Design & Bid Documents					
Assigned To	Status	Priority	Start Date	Due Date	% Complete
Patty DeForrest	In Progress	(2) Normal	6/1/2016	12/31/2017	0.25
Description					
<p>4-24-17: Consultants presented at April 3rd Parks & Recreation Commission meeting; overall positive comments on site layout. Work on building design continues with goal of presentation to ARB in June. Ice Rink team on site on April 19th, met with staff to talk about operational requests. Storage needs to be determined in order to explore other options. Electrical system relocation to be worked out. 3-22-17: Site layout is being finalized; Steering Committee has met 3 times to try to come to consensus; will be presenting current plan at the April 3rd Parks & Recreation Commission meeting. 2-13-17: Jacobs is investigating options for placement of rink; ice melt issues and visibility from street. Second meeting being scheduled for late February. Need to establish public engagement portion of project.</p>					

Title	Fields 5 & 6 Project				
Assigned To	Status	Priority	Start Date	Due Date	% Complete
Patty DeForrest	In Progress	(2) Normal	11/11/2016	12/29/2017	0.25
Description					
5-2-17: Parks & Recreation Commission gave their support to the inclusion of full fencing in the project. Met with consultant and will begin work on bid document this month, intend to bid in June. 4-24-17: Consideration of fencing for site waiting for discussion at Parks & Recreation Commission; consultant executing contracts; plan to begin final design work by end of April; intend to issue bid document in June. 3-22-17: Met with Design Consultant today, will need to get contract in place then can work on putting bid document together; will need to get to MSD by end of April. Anticipate bidding in June; awarding contract in July and beginning work in August. 2-13-17: Design and bid work to be completed by June; timeline for construction established. Work to begin in late summer. 11-11-16: Received					

Title	Construction of Chapman Plaza				
Assigned To	Status	Priority	Start Date	Due Date	% Complete
Patty DeForrest	In Progress	(2) Normal	11/11/2016	8/31/2017	0.55
Description					
5-2-17: Work continues on the streetscape portion of the project. Fiber line found and needs to be reloacted; waiting on proposed change order. Will be inspecting mock-up of pond materials on Thursday. New brick work to be submitted this week. Continue to work towards a July completion for majority of work. 4-24-17: Work has been delayed these past three weeks due to April rains; still targetting end of July for substantial completion; waterfall is taking shape with stone placement underway. Have begun work on streetscape on Brentwood but waiting for locates on fiber lines that were found. Still awaiting decision by PW on lights for streetscape. 3-22-17: Project is progressing well; generally good weather; much of work on shell of waterfall is done; plaza is taking shape; will begin work on sidewalks					

Title	Oak Knoll Park Site Improvements and Parking Lot Project				
Assigned To	Status	Priority	Start Date	Due Date	% Complete
Patty DeForrest	In Progress	(2) Normal	12/5/2016	9/30/2017	0.40
Description					
4-24-17: St. Louis County has indicated they will not be doing the sidewalk during our project but would commit to doing in the near future. Asked to include room for this in the design. Work on lighting, electrical and irrigation underway. Will need to work through approval of entrance work with St. Louis County. Still target bidding in June. 3-22-17: Delayed while waiting for review by St. Louis County and some minor revisions to the plan. Additon of lighting and changes to entrance. Anticipate putting out to bid in May. 2-13-17: Working on additonal comments to bid document; lighting needs to be addressed. Anticipate issuing bid in March. 1-20-17: Need to address comments from PW with Horner and Shifrin; also some design questions. Woudl like to issue bid by end of month.					

Fire

Title	Safe Demonstrations Reimbursement Application				
Assigned To	Status	Priority	Start Date	Due Date	% Complete
Mark Thorp	Waiting on someone else	(1) High	3/16/2015	9/30/2016	0.98
Description					
1/31/17 Contact with the new Deputy Director of DPS made to see status of this request.					
11/30/16 No word on any funding for Clayton from MO DPS. I do not expect any funding to be made available to us.					
7/18/16 Checked with SEMA Director no word on plan to disperse funds.					

Title	Command Staff Cooperative Efforts				
Assigned To	Status	Priority	Start Date	Due Date	% Complete
Mark Thorp	In Progress	(2) Normal	3/18/2015	10/1/2017	0.75
Description					
01/31/17 Committee and sub-committees continue to meet on monthly basis. Plan to have an interim report to the City's elected officials in March.					
11/30/16 The Steering Committee has formed three subcommittees which are working on Governance/Finance, Operations and Communications/Information. The committees and the Steering Committee are meeting monthly and anticipate a progress report to the City's Elected Officials in February or March of 2017.					

Title	Radio System Upgrade				
Assigned To	Status	Priority	Start Date	Due Date	% Complete
Mark Thorp	Waiting on someone else	(1) High	3/18/2011	12/30/2016	0.98
Description					
11/30/16 Washington University is still working on a new sixed site for radio equipment they purchased to enhance radio coverage on campus and east end of Clayton. We are coordinating with them and the ECC on this project.					
10/3/16- St Louis County ECC reports that our radios will be reprogramed by end of the year. A new radio site at WU is in process that should address the radio issues at WMS. Police radios have been reprogramed and we have received 3 radios for our EOC from the ECC and 1 radio from STARRS for the EOC. We are working on getting them installed.					

Title	Revise & Update City Emergency Operations Plan				
Assigned To	Status	Priority	Start Date	Due Date	% Complete
Matt Jacobson	In Progress	(1) High	3/18/2014	1/27/2017	0.50
Description					
8/31/15 Project to start up again in October with completion by June 1, 2016.					

Title	Emergency Management Training & Exercise Plan				
Assigned To	Status	Priority	Start Date	Due Date	% Complete
Matt Jacobson	In Progress	(1) High	6/18/2014	10/1/2016	0.10
Description					

Title	Emergency Operations Center Update				
Assigned To	Status	Priority	Start Date	Due Date	% Complete
Mark Thorp	Deferred	(1) High	12/1/2014	10/1/2016	0.20
Description					
01/31/17 CIP Budget Request submitted.					

Based on Safe Demonstrations experience EOC needs evaluation and plan for remodel to meet needs of City. Walk throughs with IT, PW, PD, FD & SLCo EMA have been done to identify needs. Working on a CIP budget request to start project.					

Title					

Title	Fire Lane Project				
Assigned To	Status	Priority	Start Date	Due Date	% Complete
Mark Thorp	In Progress	(1) High	5/26/2015	6/3/2016	0.95
Description					
11/30/16 letters being sent to the Country Club Court and Tuscany with information from review of options by City Staff. Meetings will be held as needed with these two areas. Initial discussions with Claverack neighborhood will be held after 1st of year. This should conclude all areas of City bringing them into compliance with same standard for emergency vehicle access.					
10/3/16- We have CAD for fire trucks for both Country Club Ct & Tuscany. Setting up meetings with both groups to review options for compliance.					

Title	NFPA 1710 Cost Estimate				
Assigned To	Status	Priority	Start Date	Due Date	% Complete
Mark Thorp	Waiting on someone else	(2) Normal	1/12/2016	1/22/2016	0.95
Description					
See email from Craig Owens on 1/7/2016					
1/13/2016 Project started and should meet deadline of 1/22/2016.					
1/22/16 Spreadsheet on Fire Apparatus Staffing sent to CM. Continuing to refine other 1710 costs.					

Title	Standards of Cover Update				
Assigned To	Status	Priority	Start Date	Due Date	% Complete
Jeff Counts	In Progress	(2) Normal	1/13/2016	10/31/2017	0.30
Description					
10/17/16 Captain Jason Hildebrandt is leading the Risk Assessment of SOC project and should have that piece done by 12/31/2016.					
1/13/2016 Required update to FD Standards of Cover started, lead will be BC Counts with support of all officers. In discussion with Chief, this project will begin in earnest after Accreditation class is held in June. We will not be utilizing a third party for the development of the SOC but will for production of final document as needed. Review of initial (3/10) document complete. Fact and information gathering to be completed by 8/29. The Draft Risk assessment and planning zones have been formulated and submitted to					

Title FD Strategic Plan Update					
Assigned To	Status	Priority	Start Date	Due Date	% Complete
Bret Walsh	Waiting on someone else	(2) Normal	1/13/2016	8/1/2017	0.01
Description					
1/13/2016 Required update of the CFD Strategic Plan to be completed by 8/1/17. Lead by BC Walsh with support from all members of CFD. Standard's of Cover Document must be completed 1st.					

Title Fire Service Accreditation					
Assigned To	Status	Priority	Start Date	Due Date	% Complete
Mark Thorp	In Progress	(2) Normal	1/13/2016	2/1/2019	0.05
Description					
11/30/16 Accreditation plan approved and funded to start in FY-17 budget. Staff assigned to project and application process started with CPSE. Initial training of project staff completed and activities related to process are began in late October following Debate.					
1/12/2016 Review and set plan for CFD to complete Fire Service Accreditation. Process normally takes three years for 1st review. Plan will be presented as part of FY 2017 Budget process and implemented if funded.					

Title ISO Certification Internal Review					
Assigned To	Status	Priority	Start Date	Due Date	% Complete
Diann Straatmann	In Progress	(2) Normal	3/28/2016	10/6/2017	0.15
Description					
1/31/17 We have been notified that ISO plans to conduct the review in September of 2017.					
Conduct an internal assessment of the FD based on New ISO requirements. Determine if we should request a new assessment by ISO.					

Title Revise FD Policies and Procedures					
Assigned To	Status	Priority	Start Date	Due Date	% Complete
Jeff Counts	In Progress	(2) Normal	12/15/2016	5/1/2017	0.99
Description					
01/31/17 Project committee will meet for final review on 2/1/17. Plan to issue in February with printed copy and electronic copies on Share-Point.					
The rules, regulations, policies and procedures are being updated. This has been an ongoing project and is now waiting on formatting to be completed. That is expected to be completed on 12/15, with a final review to be completed by 1/9 and publish date in paper and on shared drive NLT 1/25/17.					

Title High-Rise Sprinkler Retrofit Compliance Schedule					
Assigned To	Status	Priority	Start Date	Due Date	% Complete
Paul Mercurio	In Progress	(2) Normal	6/1/2016	1/9/2017	0.95
Description					
4-25-17 Had several meetings over the past 60 days with High-Rise Condo group, 900 & 710 S Hanley and 200 S Brentwood. Building & Fire Dept have made site visits to evaluate current building conditions, construction type, code compliance and life safety systems. Meeting with Clayton legal on department on 4/27/17 to discuss options how to structure an ordinance. Next meeting with condo group in 4/28/17. Added link to FD web page on 3/1/17 offering information on the highrise retrofit ordinance. 1/31/17 spreadsheet file name "Compliance List 1-31-17"updated PM. 12/30/16 spreadsheet updated. 12/22/16 I feel confident all building owners will have a compliance schedule to the CFD by 1/30/17. See updated spreadsheet 12/22/16 Bill # 6507, Ordinance 6396 section 205.070 list the					

Title	Fire Department Bunkroom Rehab				
Assigned To	Status	Priority	Start Date	Due Date	% Complete
	In Progress	(2) Normal	2/1/2017	6/30/2017	0.20
Description					
<p>This is the planned and funded rehab of the fire department bunkrooms (13). To include new beds, matreess, electrical upgrades and flooring. A building owners representative has been contracted to help manage coordination of this project and the PW project for code compliance on the second floor, see PW site for details on that project. Anticipate completion of their rehab in conjunction with code compliance project in June of 2017. EMAIL FROM BRET WALSH ON 04-21-17: Attic renovation Construction for the attic reno will begin on May 1 and is expected to continue until June 23rd, barring any unforeseen issues. Construction will be done in 3 phases, beginning in the engine bay above the soda machine and working around to the bc/assistant chief office area. Repairs will be made from the engine</p>					

Finance and HR

Title	Long-Range Financial Projections				
Assigned To	Status	Priority	Start Date	Due Date	% Complete
Janet Watson	Not Started	(2) Normal	2/15/2017	9/29/2017	0.00
Description					
<p>2/14/17 - Extending projections will be incorporated in this year's budget cycle.</p> <p>12/12/16 - Initial work will include updating current revenue projections.</p> <p>Project includes development of long-range financial projections to include all departments. Will determine whether to use community resources.</p>					

Title	ACR Replacement				
Assigned To	Status	Priority	Start Date	Due Date	% Complete
George Ertle	Completed	(2) Normal	3/9/2015	5/13/2016	1.00
Description					
<p>11/16 - Vendor selected - QScend Technologies</p> <p>12/15 - contract to be signed. Implementation will take 4-5 months</p> <p>1/13 - QScend on-site to begin planning for implementation</p> <p>3/20 - Working on integration with CitizenServe (new planning software) so property maintenance requests are transferred from QScend to CitizenServe</p> <p>May 13 - anticipated go-live date</p>					

Title	Choose new Financial and HR/Payroll System				
Assigned To	Status	Priority	Start Date	Due Date	% Complete
Janet Watson	In Progress	(2) Normal	12/1/2016	7/15/2016	0.10
Description					
<p>2/14/17 - RFP is planned to be issued in March.</p> <p>12-12-16 - Staff are completing functionality questions and RFP is near completion. Target date for issuance of RFP is 12/30/16.</p> <p>Project Description: This project consists of compiling functionality questions and issuing the RFP, followed by receipt and evaluation of proposals to choose a vendor.</p>					

Title	Personnel Policy Update				
Assigned To	Status	Priority	Start Date	Due Date	% Complete
Janet Watson	In Progress	(2) Normal	1/25/2017	6/30/2017	0.20
Description					
<p>2/14/17 - This work will begin in March.</p> <p>12/12/16 - With the new Human Resources Manager joining our staff, this will provide an opportunity to reinstate the policy review and update.</p> <p>Project Description: This project consists of revising the current personnel policies.</p>					

Title	City Hall Front Desk Work Assessment				
Assigned To	Status	Priority	Start Date	Due Date	% Complete
George Ertle	Completed	(2) Normal	6/12/2015	9/17/2015	1.00
Description					
<p>Action item list:</p> <ul style="list-style-type: none"> -Conduct an inventory of all of the things walk-in customers do for any of the City Hall departments - complete - Review what tasks could be done at the front desk - complete - Develop a manual and procedure document - complete <p>3/21 - John Egel began position at front desk. Training underway</p>					

Title Enhance print, electronic and social media, enhance marketing of our City to citizens and others					
Assigned To	Status	Priority	Start Date	Due Date	% Complete
George Ertle	Completed	(2) Normal	6/23/2015	12/1/2015	1.00
Description					
6/10 - Began conducting an assessment of current practices					
8/19 - Clayton Communications Group has begun creating the 2015 Strategic Communications Plan					
11/20 - Schedule meeting with BOA to discuss current practices and Comm plan					

Title Gigabit Network					
Assigned To	Status	Priority	Start Date	Due Date	% Complete
George Ertle	Completed	(2) Normal	6/23/2015	10/31/2015	0.95
Description					
6/10 - Began researching existing conditions and best practices					
6/30 - Meeting scheduled to discuss Charter Spectrum Fiber w/ Charter Reps and IT					
1/2016 - Letter of fiber capabilities received by Charter. Has been added to Econ Dev website.					

Title Website Replacement					
Assigned To	Status	Priority	Start Date	Due Date	% Complete
Andrea Muskopf	Completed	(2) Normal	12/16/2015	9/15/2016	1.00
Description					
3/1/17- Staff is working to improve back-end processes that were easier on the previous website.					
1/31/17- Working with departments to verify links on their pages are updated. Still working to improve use on mobile device.					
12/13/16 - Website went live. Staff is working on correcting back end updates, training, and improving user functions.					
August 15, 2016 - anticipated 'go live' date					
2/23 - Contract signed.					

Title Mass notification communications software					
Assigned To	Status	Priority	Start Date	Due Date	% Complete
George Ertle	Completed	(2) Normal	4/29/2016	6/1/2016	1.00
Description					
3/25/16 - Finalized RFP					
4/6/16 - Published RFP					
4/12/16 - Received three responses - CodeRED, Swift911, Everbridge/Nixle					
4/18/16 - Completed review of all systems and viewed web demonstrations of each.					
4/20/16 - Review team selected CodeRED.					
4/29/16 - Waiting for contract from CodeRED for review.					

Title FY18 CIP Budget					
Assigned To	Status	Priority	Start Date	Due Date	% Complete
Janet Watson	In Progress	(2) Normal	12/15/2016	4/4/2017	0.05
Description					
2/14/17 - Departments have submitted projects and a review of the rankings has occurred. Staff recommendation will be complete after March 1 committee meeting. CIP packet will be distributed to the BOA by 3/8. BOA work session planned for 3/17.					
12/12/16 - CIP planning and compilation has begun.					
Project Description: This project consists of compiling and approving the 5-year CIP plan.					

Title	Bentwood IT Services				
Assigned To	Status	Priority	Start Date	Due Date	% Complete
Janet Watson	In Progress	(2) Normal	9/8/2016	2/1/2017	0.80
Description					
<p>2/14/17 -</p> <p>12/12/16 - Staff have evaluated this concept, provided a proposal and are now awaiting approval of both Boards, then once approved, staff will begin preparing for a February 1 start date.</p> <p>Project Description: This project consists of evaluating the concept of Clayton providing IT services to Brentwood, through approval of the agreement.</p>					

Economic Development

Title	Opus Development				
Assigned To	Status	Priority	Start Date	Due Date	% Complete
Gary Carter	In Progress	(2) Normal	1/14/2015	9/30/2017	0.50
Description					
<p>3/28/17 Coordinated meeting with Opus and Art Fair to plan for access during Art Fair 2017.</p> <p>3/13/17 Inquired about retail occupancy. Suggested Spin Pizza as possible tenant.</p> <p>3/6/17 Confirmed with developer that sale of parking lot wont happen until FY18</p> <p>2/13/17 Spoke with developer about Art Fair and access to building. I suggested he speak with Cindy at the Art Fair and seek what could make both parties happy. 12/27/16 Spoke with developer. Staff will tour Opus Central West End project in Spring. Project will have similar finishes to 25 N. Central. 12/8/16 At the request of the Mayor suggested the developer contact the Shake Shack as a possible</p>					

Title	Economic Development & Vibrant Downtown Action Team				
Assigned To	Status	Priority	Start Date	Due Date	% Complete
Gary Carter	In Progress	(2) Normal	1/20/2015		
Description					
<p>12/8/16 At the request of the City Manager added Robert Denlow to the distribution list. 8/26/16 Action Team meeting held and survey results presented. 6/2/16 Met with Brian Kinman to prepare for resident survey. 5/10/16 Met with Brian Kinman about downtown surveys. Assisted Brian by setting up surveys on Survey Monkey. 4/29/16 Held meeting with Action Team. Purpose of meeting was to learn about parking study and have opportunity to provide comments and questions. 4/6/16 Provide mayor with letters, survey and emails for distribution of survey to large employers 3/15/16 Scheduled the next meeting for April 29, 2016. 3/8/16 Coordinated with Mayor, Brian, and Norton to send email request for meetings with first group to be surveyed. The group includes developers and</p>					

Title	Wayfinding				
Assigned To	Status	Priority	Start Date	Due Date	% Complete
Gary Carter	In Progress	(2) Normal	2/3/2015	3/15/2017	0.80
Description					
<p>4/27/17 The contractor has been in town this week to install kiosks and work on punch list items. PW will verify work is complete.</p> <p>2/23/17 St. Louis County will not grant access to their ROW for signs. Contacting Jim Reddington to devise alternative locations.</p> <p>2/13/17 Seeking permission from Ritz and St. Louis County for some locations. 2/10/17 Installation has begun. 1/31/17 Checking with contractor to add Municipal Court sign to project at request of Finance Director. 12/27/16 Staff has been advised by Jim Reddington and ColorAd that the subcontractor for the kiosk is unable to produce a product that is acceptable. ColorAd will be releasing the subcontractor and working with Kiku Obata & Co. to engage a new kiosk vendor. This issue has delayed the project. All signs but for the</p>					

Title	212 S. Meramec				
Assigned To	Status	Priority	Start Date	Due Date	% Complete
Gary Carter	In Progress	(2) Normal	5/12/2015		0.50
Description					
<p>5/27/16 Settlement agreement has been approved by BOA. 10/21/15 Coordinated signatures of assignment and assumption agreement. Construction should start soon. 5/12/15 Presented latest conversation to BOA. They want to see numbers. Requested updated information from developer - no response as of yet, 5/27/2015. 5/12/15 Emailed Kevin with request to developer counsel for updated financial information and funding for review of additional requests. 5/11/15 Met with development team. They have concern of not having the ability to get full title insurance to due the pending law suit.</p>					

Title	Business Visits FY17				
Assigned To	Status	Priority	Start Date	Due Date	% Complete
Gary Carter	In Progress	(2) Normal	10/1/2016	9/30/2017	0.40
Description					
<p>4/27/17 Assisted Craft Beer Cellar with parking issues.</p> <p>4/24/17 Assisted Avenue Restaurant with emergency parking due to utility work and blocked private parking.</p> <p>4/6/17 Assisted DeMun Oyster Bar with outdoor dining issues and patio heaters.</p> <p>3/17/17 Assisted Alderman Berger with distributing information about the parking app to the following businesses: City Coffee House, Oceano, Savile Row, Curtain Exchange, Five Star Burger, Simons, David Hoffman, Happy Up, Sweet Boutique, Govero, Craft Beer Cellar, The Posh Nosh, and the Great Frame Up</p>					

Title	Event: Music in the City - 2017				
Assigned To	Status	Priority	Start Date	Due Date	% Complete
Nicholle Hinkle	In Progress	(2) Normal			0.80
Description					
3/8/17: Ordered posters; created FB event; created FB & Twitter ads 2/22/17: Began meeting with restaurants for setup walk through 2/6/17: Secured advertising package (Ladue News, Hubbard Radio, St. Louis Magazine, St. Louis Post Dispatch) 1/31/17: Secured bands 1/20/17: Finished securing restaurant locations for bands (9 participating) 1/9/17: Began securing restaurant locations for bands					

Title	Event: Battle of the Badges BBQ - 2017				
Assigned To	Status	Priority	Start Date	Due Date	% Complete
Nicholle Hinkle	In Progress	(2) Normal			0.90
Description					
4/20/17: placed ice order; purchased giveaways 4/5/17: ordered banner; issued stipends to vendors; ordered fencing; secured contract staff 3/29/17: wrote and sent out press release; sent info letter to BBQ vendors; ordered food supplies; ordered event rental supplies; ordered voting slips; secured electricity and equipment; ordered fire extinguishers 3/15/17: Ordered side dishes; ordered electric roasters; build ticket sales site; created TV ad for Center of Clayton; submitted FD permit 3/1/17: Notified Justice Center of parking lot closure; created FB event; created FB & Twitter ads; secured vendors; ordered wristbands 2/14/17: Secured stage; secured advertising; secured portable restrooms 1/23/17: Send participation request to local police and fire departments; secured location; secured entertainment					